

THE PONY CLUB ASSOCIATION OF NEW SOUTH WALES INC.

PONY CLUB INSTRUCTORS RENEWAL FORM **Applicable for period 1/7/2010 to 30/6/2013**

No new Instructors Certificates will be issued all those wishing to become new Club Instructors must complete NCAS Assessments please see your ZCI or the Coaching Coordinator for further information.

Instructors Certificate Levels

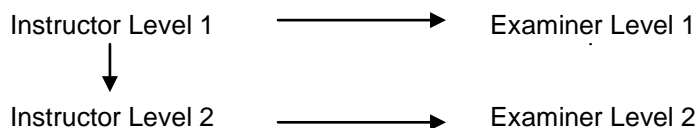
Club Instructor Level 1 – generally instruct members at D, D*, C & C* Certificate level
Club Instructor Level 1 (Restricted) – may instruct in a particular subject e.g. grooming, saddlery
Club Instructor Level 2 – may instruct riders to K, B, H & A Certificate level
Club Examiner Level 1 – may examine riders for D and D* Certificates only
Club Examiner Level 2 – may examine riders for D, D*, C and C* Certificates

Renewal of Certificate

After expiry of a three year term the applicant is required to have attended a minimum of TWO full days of Instructors Schools during the preceding three years, including appropriate first aid lectures conducted by qualified persons. Discipline specific schools are allowed for the renewal of Certificates provided that they are conducted by instructors approved by the Association (but not Regional Schools).

Upgrading of Certificate

The following upgrading of certificates is possible:



Level 1 Instructors may be upgraded to Level 2 Instructors by attending at least TWO Advanced Instructors Schools and on examination demonstrating to the Zone Chief Instructor that they have reached the required standard which must include the ability to prepare candidates for K, B, H and A Certificates together with sound knowledge of rules for Pony Club competitions. Note – there is a period of at least 12 months between Level 1 and Level 2.

Appointment of Club Examiners

The Zone Chief Instructor is responsible for examining and appointing Level 1 Examiners who may examine for D and D Gold Star Certificates. A Probationary Instructor obtaining a Level 1 Instructors Certificate cannot become a Level 1 Examiner for a period of three years. Level 2 Examiners may examine for D, D Star, C and C Star Certificates. There is no limit to the number of Examiners allowed in a Club. Club Examiners Certificates are not transferable from Club to Club.

Cancellation of Certificate

Lapse of membership with a Club and failure to pay insurance premiums will automatically void certificate. Certificates will become void if the member becomes a "professional" and accepts remuneration.

INSTRUCTORS CERTIFICATE APPLICATION FORM

NAME:

ADDRESS:.....

PHONE: (H) FAX: E-MAIL

I am a financial and insured member of Pony Club in Zone

INSTRUCTORS SCHOOLS ATTENDED IN THE PRECEDING THREE YEARS

EXACT DATE	NO. OF DAYS	VENUE	ORGANISER OF SCHOOL	INSTRUCTOR/S CONDUCTING SCHOOL

FIRST AID LECTURES ATTENDED

VENUE	DATE	LECTURER

I understand the requirements of attendances at Instructors Schools as set out above and the necessity of my membership and insurance remaining paid up. I certify that I am not a Professional as laid down by The Pony Club Association of NSW and do not receive any remuneration whatsoever for riding instruction and that the above listed schools attended are true and correct.

SIGNED (applicant) Date.....

This is an application for the issue / renewal (please circle) of the following Certificate:

Club Instructors Certificate – Level 1 / Level 1 Restricted / Level 2

Club Examiners Certificate – Level 1 / Level 2

Deputy Zone Chief Instructors Certificate

Zone Chief Instructors Certificate

Recommended by Pony Club in Zone

SIGNED (Secretary of Pony Club) Date

SIGNED (Zone Chief Instructor) Date

Please return this form to: PCANSW, PO Box 2085 Wollongong NSW 2500
Phone: (02) 42298977 Fax: (02) 42298966

OFFICE USE ONLY: Certificate Number..... Date of Issue