

A new Education System for FEI Course Designers in Jumping

- Version IV - 15 September 2008 -

In September 2006 the FEI Jumping Committee appointed a Working Group for the revision of the education system for Course Designers in Jumping. Currently, the members of the working group are Werner Deeg (GER), Leopoldo Palacios (VEN), Rob Jansen (NED) and Frank Rothenberger (GER) and Stefan Wirth (GER) as Secretary.

A new system for qualification and certification of FEI Course Designers, called "FEI Course Designer Education System" (CODES), has been developed (see last page).

Basically the system follows the idea of a level structure. The participants qualify for each level through a course followed by required practical experience. The whole system has four levels. One new feature of the system is the provision of a course template to all National Federations for the education of Course Designers on national level (so called "Level I"). Another feature is the establishment of new criteria to remain listed as FEI Course Designer.

Frequently Asked Questions

Why has the FEI developed a new education system for Course Designers?

The creation of the new system basically reflects the professionalization of the sport. Since years the FEI was educating Course Designers, but the education was not fully standardised and was relying on individual tutors and their efforts to deliver corresponding courses. Formulating precise education standards for the purpose of quality control was one of the main reasons to develop a new system. Furthermore it was felt that officiating FEI Course Designers needed to be constantly active and involved in events on different levels. Inactive Course Designers should no longer be part of the FEI Course Designers group. Therefore a close link between education and continuous practice has been established.

What is new within the CD education system?

- 1) The terminology has changed. With the more neutral word "level" it is possible to integrate national and international education into one pathway (it is the intention to introduce this terminology within all FEI educational pathways). The old terminologies and their new equivalents are listed below:

OLD		NEW
National Course Designer	=	FEI Level I Course Designer *
FEI International Candidate Course Designer	=	FEI Level II Course Designer
FEI International Course Designer	=	FEI Level III Course Designer
FEI Official International Course Designer	=	FEI Level IV Course Designer

*If FEI examination procedures in English have been applied

- 2) Each National Federation is responsible for educating its Course Designers, but the majority of National Federations do not have their own national education system. With the introduction of the new system the FEI will provide its National Federations with a course template, closely linked to the international standards. This will enable National Federations to educate their own national Course Designers in line with the new education levels. Furthermore the FEI will establish a list of Regional Tutors who will

deliver education on national level within regional courses. These tutors will be highly qualified individuals from FEI Level III and IV.

- 3) All educational courses are now fully documented. Curricula, syllabi, standardised educational material and examinations, as well as procedural and organisational guidelines, have been produced and are ready for the systems' introduction.
- 4) In the past, Course Designers completed different levels of international education and received corresponding qualification (for example "International Course Designer"). A certain number of these Officials having not shown efforts to continuously build courses and apply and improve their knowledge and experience regularly, a self-regulating system with specific criteria has been developed to ensure that only Course Designers currently building courses remain listed. The criteria differ depending on the level of qualification, considering as well the various and sometimes limited opportunities to build courses, but they ensure that each listed Course Designer has updated knowledge and experience.

How will the actual listed Course Designers be integrated into the new system?

A transition process will be described and published on the FEI website and all National Federations will be informed through the "FEI NF News". This will enable each of the actual Course Designers to get a chance to fulfil the criteria within a reasonable time frame.

How will I be informed on my current status?

In 2008 the FEI will inform all FEI Course Designers by Email on their current status and which criteria have to be met until a given deadline to remain listed.

What are the timelines for the introduction of the new system?

The system will be introduced in January 2009. All listed Course Designers will have 2009 and 2010 to prove their practical experience and within 2011 the new system will be fully implemented.

What do I have to do?

If you have NOT received an email from the FEI by the end of 2008, please contact the FEI Jumping Department (vicky-eileen.baumann@fei.org).

What will happen if I cannot build courses for a certain time?

If you cannot build courses for any kind of reason within the given deadlines, as specified by the system, you will lose your list status, but you will never lose the qualification you achieved through the FEI courses.

If I lose my position on the FEI list, how will I be put back on the list?

A procedure for being put back on the FEI list is described in the system guidelines and is mainly linked to activities as Assistant Course Designer in a specific number and level of events within a given time frame.

Levels in Principle

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Introduction Level	
Participants	Open to national CDs recommended by their NF
Tutors	1 tutor from tutors list
Duration	3 hours
Certificate	Certification of Attendance and registration in log book (criteria to take the Level 1 test)
Level 1	
Participants	Open to national CDs who have attended Introduction Level and are recommended by their NF
Age	From 18 up to 55 years of age
Tutors	2 tutors from tutors list
Duration	5 days (theory, practical work, test)
Test	Theory and practice
Certificate	Certification of Attendance and registration in log book
Status after successful test	FEI Level 1 Course Designer Jumping
Allowed to	Assist the officially designated CD at all CSIs
Criteria to remain listed	6 x Assistant CD with 2 different CDs at CSI 1*- 5* events within three years (registered in log book)
Period between L1 and L2 courses : minimum 1 year	
Level 2	
Participants	Open to listed FEI L1 CDs recommended by their NF Participants must have practised at least : 6 x as Assistant CD with 2 different CDs at CSI 2*- 5* events
Age	From 25 up to 55 years of age
Tutors	2 tutors from tutors list
Duration	3 days (theory, practical work, test)
Test	Theory and practice
Certificate	Certification of Attendance and registration in log book
Status after successful test	FEI Level 2 Course Designer Jumping
Allowed to design	Up to and including CSI2*, CSIO2*, after course certification
Criteria to remain listed	2 x CD at CSI1* events or 6x Assistant CD with 2 different CDs at CSI 2*- 5* events within three years (registered in log book)
Period between L2 and L3 courses : minimum 2 years	

Level 3	
Participants	Open to listed FEI L2 CDs recommended by their NF Participants must have designed at least : 2 x CSI1* events and 6x Assistant CD with 2 different CDs at CSI 3*- 5* events
Tutors	1-2 tutors from tutors list
Duration	3 days (theory, practical, test)
Test	Theory and practice
Certificate	Certification of Attendance and registration in log book Status after successful test FEI Level 3 Course Designer Jumping
Allowed to design	CSI3*-W, CSI5*, CSIO5*, Regional Games/Championships, Continental Championships (except European Championships Senior), after course certification
Criteria to remain listed	2 x CD at CSI3* events or 6 x Assistant CD with 2 different CDs at CSI 3*- 5* events within three years
Level 4	
Criteria to be listed	Level 4 CDs must have designed at least 8x CSI 3*- 5* within the past 2 years <u>and</u> 3 x CSIO 3*- 5* within their entire career and be nominated by the Jumping Committee in agreement with the current FEI Level 4 CDs
Allowed to design	FEI World Cup™ Jumping Finals, European Championships Senior, World Equestrian Games and Olympic Games
Meetings	Once a year to discuss the current situation and personal experience at FEI World Cup™ Jumping Finals, Continental Championships Senior, World Equestrian Games and Olympic Games
Criteria to remain listed	6 x CD at CSI 3* - 5* and/or CSIO 3* - 5* events within 3 years

Notes - In all courses recognized by the FEI the required course language is English.

- If the test is not passed, a course incl. test can be taken again after 1 year.
Meanwhile the participant must assist a CD at least 3 times at CSI events of the respective level.
- For CDs to be reinstated, the criteria of the Level for which they have already officiated must be met.
- CDs can only design Olympic Games once in their career.

Tutor Criteria

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Level II Tutor (includes Level I and II courses)

- 1) Fluent in English (spoken and written).
- 2) Listed as FEI Level III or IV Course Designer.
- 3) Having teaching experience (preferably in national Course Designer education system).
- 4) Having built as responsible Course Designer at least 6 x CSI-W and/or 6 x CSI 2*- CSI 5* within two years.
- 5) Available to conduct courses at least once a year.
- 6) Available to contribute to the ongoing development of the FEI Education System for Course Designers.
- 7) Possible Tutors are recommended by their National Federation to the FEI Jumping Committee.
- 8) The FEI Jumping Committee decides on nomination as FEI Course Tutor.
- 9) Criteria to remain listed : be active as responsible CD within the last two years.
- 10) The National Federations will be informed by the FEI Jumping Department on the nomination or removal from the Tutors' list.

Level IV Tutor (includes Level I, II and III courses and Level IV meetings)

- 1) Fluent in English (spoken and written).
- 2) Listed as FEI Level III or IV Course Designer.
- 3) Having teaching experience (preferably in national Course Designer education system).
- 4) a) Having built as responsible Course Designer at least 8 x CSI-W and/or 8 x CSI 3* - 5* within the last two years and having been TD or built as responsible Course Designer at least 1 x CSIO 3*- 5*
OR
b) Having built as responsible Course Designer at least one of the last 5 WEG or OG or one of the last 10 European Championships Seniors or one of the last 20 World Cup™ Finals.
- 5) Available to conduct courses at least once a year.
- 6) Available to contribute to the ongoing development of the FEI Education System for Course Designers.
- 7) Possible Tutors are recommended by their National Federation to the FEI Jumping Committee.
- 8) The FEI Jumping Committee decides on nomination as FEI Course Tutor.
- 9) Criteria to remain listed : be active as responsible CD within the last two years.
- 10) The National Federations will be informed by the FEI Jumping Department on nomination or removal from the Tutors' list.

The Tutors' list will be revised by the Jumping Committee every two years.