UNITED STATES EQUESTRIAN FEDERATION, INC.
SELECTION PROCEDURE
2018 CICOY NATIONS CUP
Eventing
Kalispell, MT
July 18-22, 2018
Updated March 26, 2018

I. SELECTION SYSTEM

A. Minimum eligibility requirements for an athlete to be considered for nomination to a Team:

1. **Citizenship:** The athlete must be a U.S. citizen and in compliance with FEI Article 119 (General Regulations), which can be found on the FEI's website at www.fei.org, at the time of application, selection, and until the conclusion of the 2018 CICOY Championship ("the Event").

2. **Minimum International Federation (IF) standards for participation:**
   - **a.** Athlete/horse combinations wishing to compete on a CICOY Team must have earned a Certificate of Capability within the Qualifying Period which began January 1, 2017 and ends June **17**, 2018 by achieving a Minimum Eligibility Requirement at one CIC 2* competition.
   - **b.** Athletes wishing to compete in the CICOY Championship must have been born on or between January 1, 1997 and December 31, 2002.
   - **c.** A horse must be a minimum of six (6) years old (the age is counted from January 1 of the year of birth) (see FEI Rules for Eventing, [25th Edition. Effective 1st January 2018] (Article 503.4 of the FEI Eventing Rules).
   - **d.** A horse must be registered and in good standing with the FEI at the time of application and until the conclusion of the Event
   - **e.** There will be a deadline established and distributed **(TBD)** by which horses will be required to have a valid FEI Passport.
   - **f.** The athlete must be registered and in good standing with the FEI at the time of application, selection, and until the conclusion of the Event.
   - **g.** The athlete and horse must comply with FEI Rules for the Event.

3. **Other Requirements:**
   - **a.** The athlete must be a member in good standing of the United States Equestrian Federation ("USEF"), the United States Eventing Association ("USEA") and his/her Area Young Rider Program at the time of application, selection, and until the conclusion of the Event.
   - **b.** The horse must be recorded with USEF pursuant to USEF GR1102, fully registered with the USEA and in good standing under USEF rules at the time of application, selection, and until the conclusion of the Event.
   - **c.** The owner of the horse must be a member in good standing of the USEF at the time of application, selection and until the conclusion of the Event.
   - **d.** Application - Athletes wishing to represent an Area at the Event must submit an Application online at www.usef.org through their USEF Account no later than 12:00 PM Eastern Daylight Time on March 1, 2018 and will be charged $25.00 per application. The Athlete's Area will automatically be determined by the Athlete's legal address, as recorded with the USEF unless changed by the Athlete at the time of Application. In the event that a Junior Championship is held in conjunction with the Young Rider team competition, eligible athletes may apply for both events but must complete and submit an application and appropriate fee for each one; however, **athletes may compete in only one division** (FEI Article 504.2.2).
     1. **NO APPLICATIONS WILL BE ACCEPTED AFTER 12:00 PM EDT, MARCH 1, 2018.**
     2. Horses may be added to applications which were submitted prior to the deadline up until the deadline for Nominated Entries **June 18, 2018**.
   - **e.** The athlete, and parent if applicable, shall certify by signing the CICOY Championship application, that they have received and read the Selection Procedure for the Event, the USEF Code of Conduct (Attachment B) and the Safe Sport Policy which can be found at http://safesport.usef.org, understands those documents, and agrees to be bound by them.

B. Selection Trials/Tryout Events

Areas may choose to designate a series of selection trials (Attachment C) which must be published no later than 4 weeks prior to the first named selection trial. Areas may choose to name these competitions as mandatory for all applicants, provide options for selection trials, or choose not to have selection trials. Athlete/horse combinations must, in addition to the requirements set forth in Section I (A) above, compete (with every intention of completing) in selection trials as specified by their Area. An athlete/horse combination that is unable to attend a Mandatory Selection Trial because of veterinary, medical, or family emergencies or for logistical reasons may request a waiver for selection by submitting a written request prior to the mandatory Selection Trial to the Area Selectors who will approve or disapprove the request based on the relevant facts and circumstances.

C. Provided below is a comprehensive, step-by-step description of how athletes will be selected.

The Selectors' evaluation will be based on the following factors (Factors):

1. The overall performance and soundness of the athlete/horse combination in various Horse Trials and/or CCIs and/or CICs held within the Qualifying Period which began January 1, 2017 and ends June **17**, 2018. Priority will be given to those designated as Selection Trials. with emphasis on dressage scores; current fitness; cross country and stadium jumping performance; jumping without faults and/or incurring time penalties, boldness, rideability, and speed.
2. The demonstrated ability of the athlete/horse combination to succeed in Eventing Competitions, having considered all the factors mentioned above.
3. Willingness of the Athlete to work within the confines of the accreditation allocation.

If all factors are equal between two athlete/horse combinations, the participation of the athlete in other Area Young Rider programs or activities, i.e., fundraising, securing of team sponsorship etc., may be considered, the details of which must be included in the Area Selection Procedures (Attachment D) and posted on the Area website prior to the first Selection Trial.

1. **TBD: Nominated Entry:**

By no later than June 18, 2018, each Area shall submit a list of athlete/horse combinations up to 18 athletes and horses (the "Nominated Entry") to USEF (See Attachment D for details of each Area's Selection Procedures for the 2018 CICOY Championship).

2. **TBD: Definite Entries:**

The Area Selectors will meet after the last designated Selection Trial (if any) but no later than the date for submission of definite entries to evaluate applicants and name up to the maximum number of athlete/horse combinations along with up to two additional reserve horses (one additional reserve horse in the case of one Individual athlete only) to be able to be entered under the Definite Schedule for the 2018 CICOY Championship ("the Squad"). The two additional horses must be qualified with one of the competing athletes from the nominated entries. The Squad must be chosen by a majority vote of the selectors. In addition to selecting the Squad, up to six ranked alternates may be chosen for the CICOY.

IFA JUNIOR CHAMPIONSHIP IS HELD IN CONJUCTION WITH THE YOUNG RIDER TEAM COMPETITION, AREAS WITH ATHLETES ON BOTH THE JUNIOR AND YOUNG RIDER NOMINATED ENTRY MUST DECLARE IN WHICH EVENT THEY WILL PARTICIPATE BY THE DEFINITE ENTRY DEADLINE.

3. **Combining of Areas to Form Teams**

For Areas not able to field teams, the following options are available:

- The Area may send one or two individual athlete/horse combinations.
- Areas only able to field individual athlete/horse combinations (i.e., they do not have enough athlete/horse combinations to make up a team) may be combined with athlete/horse combinations from other areas by USEF at the time of definite entries in order to create a full team.
- Further changes may be made, pending approval of all effected parties, at the first meeting of the Chefs d'Equipe.

4. **TBD: Declaration of Starters** – Once at the Event venue, and after the horse inspection and cross-country course inspection, the Chef d'Equipe will declare the team of four athlete/horse combinations and the two individual athlete/horse combinations for the CICOY Championship. If an Athlete has presented at the first Horse Inspection more Horses than he is allowed to ride, the Chef d'Equipe must declare in writing the names of the Horses definitely starting.

D. Provided below are the names of all committees/groups who oversee the selection process, including the name(s) and role(s) of their members. The USEA Area Selectors (Attachment C) will oversee the selection process, which process shall be reviewed by the USEF Eventing Sport Committee or its designees, and approved by the USEF, International Disciplines Council or its designees (see attachment E for a list of USEF committees, their roles and list of members).

II. REMOVAL OF ATHLETES

A. An athlete/horse combination whose name is submitted on an Area's Nominated Entry may be removed for any of the following reasons, as determined by USEF and in accordance with these procedures:

- Voluntary withdrawal. The athlete must advise the USEF (Shealagh Costello, Director of Eventing, National Programs – scostello@usef.org) of their withdrawal in writing.
- Violation of the USEF Code of Conduct (Attachment B).
- Injury or illness as determined by a Physician approved by the Area ("Area Physician"). If an athlete refuses verification of their illness or injury by the Area Physician, their injury will be assumed to be disabling and they may be removed.
- Injury or illness of the horse as determined by a Veterinarian approved by the Area ("Area Veterinarian"). If an athlete and/or horse owner refuses to have the horse examined by an Area Veterinarian, the injury or illness will be assumed to be disabling and the horse may be removed.
- Failure to adhere to all USOC, IOC, USEF, FEI, USADA, and/or WADA anti-doping protocols, policies and procedures including, if applicable, participation in the out-of-competition testing as required by the FEI and/or WADA Rules.
- Any removal other than voluntary withdrawal must have the approval of the USEF Eventing Sport Committee or its designees and USEF Board of Directors or an Ad Hoc Selection Group approved by the Board of Directors.
- Violation of the Safe Sport Policy.

In these procedures, the removal of an athlete is closely related to the process by which they will be substituted. Therefore, the reasons for which an athlete may be removed are thoroughly addressed in Section III SUBSTITUTION OF ATHLETES.

An athlete removed from the Area's Nominated Entry pursuant to this provision may have the right to a hearing per the USEF's Bylaws, Article 703 and USEF General Rules, Chapter 6, GR 605 or USOC Bylaws, Section 9.

B. An athlete may be removed at any time for violation of FEI and/or WADA anti-doping protocol, policies and procedures. In such instances, the adjudication process will be managed through the FEI. Athletes must adhere to all IOC, USOC, USEF, FEI, USADA, and WADA anti-doping protocols, policies and procedures, and may be drug tested. Please see the USADA website www.usada.org for more information or contact Steven Morrissey with any questions at: (859) 225.7686 or smorrissey@usef.org.

III. SUBSTITUTION OF ATHLETES

A. Following is the process by which the substitute pool of athlete/horse combinations will be identified: Each Area's list of athlete/horse combinations on the Nominated Entry will comprise the pool of substitute athletes for that Area.

B. Substitute athlete/horse combinations will be selected, should a vacancy occur, according to the following method:

1. **Prior to the Definite Entries:** Prior to the Definite Entries, the Area has the discretion to substitute athlete/horse combinations for the reasons set forth in Section II.A.
   a. Openings, if they occur, whether by voluntary withdrawal or removal, will be filled according to the Area's list of athlete/horse combinations on the Nominated Entry.
   b. Any substitution for reasons set forth in Section II.A except by voluntary withdrawal must have the approval of the USEF Eventing Sport Committee or its designees.
   c. Any substitution for veterinary reasons other than voluntary withdrawal must also have the approval of an Area Veterinarian.
   d. Any substitution for medical reasons other than voluntary withdrawal must also be documented by an Area Physician.

2. **After the Definite Entries and until one (1) hour before the Horse Inspection:**
   During this time period, Athlete/horse combinations named to the Team may only be substituted with Individual athlete/horse combinations and Individual athlete/horse combinations may only be substituted by Team members. However, the reason for a substitution must only be because either the rider is unfit to compete due to injury or illness or there is a strong veterinary case for substitution or the performance of the Team member has dropped off to such an extent that for the success of the Team a substitution is vital. The latter situation will almost certainly occur as the result of a veterinary problem which may or may not be possible to define given the time/resources available at the time. Replacements may only be made by the recommendation of the Area Coach and Chef d'Equipe, and may only be made in accordance with Article 509.2.2 of the FEI Eventing Rules [25th Edition, Effective 1st January 2018] or for reasons set forth in Section II. A and subject to approval by the Eventing Sport Committee or its designees. Any replacement for veterinary reasons must be upon the recommendation of the Area Coach and must also have the approval of a Veterinarian approved by the Area. Any replacement for medical reasons must be documented by a physician physically present at the Event venue approved by the Area. Any replacement for veterinary reasons must also be approved by a Veterinarian approved by the Area. Any replacement for medical reasons must also be documented by a physician(s) approved by the Area.

3. **After the Declaration of Starters and prior to two hours before the first Athlete is scheduled to perform his Dressage Test on the day in which the Athlete in question has been drawn to take part (Article 530.2):**

   After the declaration of starters, a change in the composition of a team or a change of which Horse and Athlete will ride must comply with the following:
   a. The substitution must be made at least two hours before the first Athlete is scheduled to perform his Dressage Test on the day on which the Athlete in question has been drawn to take part.
   b. In the Event of an accident or illness of an Athlete, a certificate from an officially recognized doctor must be presented.
   c. In the Event of lameness or illness of a Horse, permission from the Veterinary Delegate must be obtained.
   d. The Technical Delegate, in consultation with the Ground Jury, must approve the substitution.

C. Group or committee that will be responsible for making athlete/horse combination substitution determinations:
Group or committee who determines a substitution prior to and after the Definite Entries:

The Area Selectors in consultation with the Chef d'Equipe, Team Coach, and/or a Veterinarian/Physician approved by the Area.

IV. SUPPORTING DOCUMENTS – USEF will retain all approved Selection Procedures and all supporting documents, including evaluation forms and data from the selection process for six months past the date of the Closing Ceremonies of the Event.

V. REQUIRED DOCUMENTS – The following documents are required to be properly executed by applicants and are included as attachments:

- Application (Attachment A)
- USEF Code of Conduct (Attachment B)

Applicants will be required to certify that they have received and read a copy of the USEF Code of Conduct and Safe Sport Policy and that they understand these documents and agree to be bound by them.

In addition, all persons participating in any decision made pursuant to the Selection Procedures including but not limited to the USEA Area Selectors, USEA Area Veterinarians and Physicians, members of the USEF Eventing Sport Committee and the USEF International Disciplines Council, USEF Board of Directors or an Ad Hoc Selection Group approved by the Board of Directors will be required to abide by the USEF Code of Ethics and Conflict of Interest Policies (*Attachment F*) and Safe Sport Policy.

VI. PUBLICITY/DISTRIBUTION OF PROCEDURES – The USEF approved Selection Procedures (complete and unaltered) will be posted/published by USEF in the following locations and will include the USEF approval date:

- USEF website: www.usef.org - These procedures will be posted as soon as possible, but not more than 5 business days following notice of approval by the USEF Board of Directors.
- Other: The Procedure and Application Packet will also be available by mail or email upon request.

VII. ANTI-DOPING REQUIREMENTS - Athletes must adhere to all **USOC, IOC, USEF, FEI, USADA, and WADA** anti-doping protocols, policies and procedures.

VIII. DEVELOPMENT OF SELECTION PROCEDURES – The following committees/groups were responsible for creating these Selection Procedures: USEF Eventing Sport Committee, USEF International Disciplines Council, and the USEF Board of Directors. See *Attachment E* for list of USEF committees, their roles, and list of members.

IX. USEF BYLAWS AND GRIEVANCE PROCEDURES – The USEF Bylaws and Rules can be found on the USEF's website www.usef.org.

X. INTERNATIONAL DISCLAIMER – These procedures are based on the FEI rules and regulations as presently known and understood. Any change in the selection procedures caused by a change in FEI rules and regulations will be distributed to the affected athletes immediately. The selection criteria are based on the latest information available to USEF. However, the selections are always subject to unforeseen, intervening circumstances, and realistically may not have accounted for every possible contingency.

XI. ATHLETE OMBUDSMAN – Athletes who have questions regarding their opportunity to compete that are not answered by USEF may contact the USOC Athlete Ombudsman by:

- Telephone at (719)866-5000
- Toll free telephone at (888) ATHLETE (1-888-284-5383)
- E-mail at kacie.wallace@usoc.org
- www.athleteombudsman.org

XII. NGB/PSO SIGNATURES

I certify that I have read, understand and incorporated our IF standards/criteria into our Selection Procedures and that the information provided herein regarding Athlete Selection Procedures represents the method approved by USEF.

Position	Print Name	Signature	Date
USEA President or Chief Executive Officer			
USEF President			

Any questions regarding these Selection Procedures should be addressed to Shealagh Costello, USEF Director, Eventing National Programs, USEF, 4047 Iron Works Parkway, Lexington, KY, 40511, Phone (859)225-6923, Email scostello@usef.org.