Welcome to the USDF L Education Program! Your commitment to continuing education is commendable.

This is an educational program organized by the USDF L Program Committee chaired by Lois Yukins. This program will help you to evaluate dressage performance at Training through Second Levels. Gaits, paces, movement, figures, collective marks, and basics are covered. You will learn the judge’s role and responsibility, as well as Judging Methodology and Biomechanics (horse and rider). Musical Freestyle will also be introduced. By Part 2, candidates will be asked to judge full tests while giving scores and appropriate comments in a competition setting.

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Program Goals:
This program has been designed with several goals in mind:
1) To give competitors, trainers, instructors, and other interested people greater insight into the evaluative techniques of judging dressage;
2) To meet a requirement to enter the USDF/USEF “r” Dressage Judge Training Program;
3) To qualify individuals to judge schooling shows;
4) To provide continuing education for licensed judges and graduates of the USDF L Education Program

Faculty:
The sessions are conducted by a faculty of USDF-approved, United States Equestrian Federation (USEF) licensed “S” dressage judges. These instructors all have experience in teaching judge-training programs. To maintain continuity between the sessions, all instructors follow the teaching guidelines as outlined in the L Education Program Faculty Manual/Teaching Guide. In addition, instructors review and continue to develop the course material.
**Prerequisites for Participation in the Program:**

**Part 1:**

- **Membership:** Must be a current USDF member (Group or Participant)

**Part 2:**

1) **Membership:** Must be a current USDF Participating Member.
2) **Score requirements:** Scores must be earned prior to entering Part 2.
   - The minimum score requirement to enter Part 2 is three scores from three USEF-licensed dressage judges: two scores of 65% or higher at the highest test of Second Level and one score of 62% or higher at Third Level or above. Three scores of 62% or higher at Third Level or above from three different judges, or any combination of these requirements would also meet the requirements to enter Part 2. Effective 4/15/2016.
   - Only scores from USEF-licensed/USDF-recognized dressage competitions will count.
   - Scores from breed-restricted shows will not meet any of these score requirements.
   - Scores for Freestyles or Young Horse classes are not eligible for meeting any of these score requirements.
   - It is the responsibility of the candidate to submit the scores to the USDF office. This is a prerequisite to acceptance into Part 2. USDFScores.com can be used to verify the score prerequisite.

3) **Candidates must be 18 years or older in order to participate in Part 2: Candidate Evaluation.**

**The Program:**

The USDF L Education Program (L Program) consists of two parts: Part 1: A Judge’s Perspective and Part 2: Candidate Evaluation. Part 1: A Judge’s Perspective is the educational part of the program; it should suit anybody who would like to have more insight into how judges evaluate correct riding and training. The role and responsibility of the judge is also covered.

**Part 1** consists of Sessions A, B, and C. These three sessions must be attended in their alphabetical sequence. Candidates should be prepared to be in available from 8 a.m. to 5 p.m. on both days of the program. Leaving more than one hour before the finish or arriving more than one hour late for the start of the program will negate the candidate’s attendance and the session will need to be repeated before continuing with the program.

If there are no available sessions, participants will need to request an exception. The fee for the makeup session is set by the host/organizer of the session.

At the discretion of the organizer, up to 30 participants may be accepted into Part 1. **This may mean that not everyone enrolled in Part 1 will be able to go on to Part 2 immediately, or with the same organizer.** The USDF office and L Program Liaison will make every effort to assist any qualified participants in finding a Part 2 to complete the program.

**Part 2:** The Candidate Evaluation is limited to 10 candidates and is intended for those candidates who are interested in judging schooling shows or entering the USEF/USDF “r” Judge Training Program. This part consists of Sessions D1, D2, E, and the Final Exam. Sessions D1, D2, and the Final Exam must be attended in order. Session E (sitting and scribing) is completed outside of the program sessions and is arranged by the candidate.

Candidates should be prepared to be in available from 8 a.m. to 5 p.m. on both days of the sessions. Leaving more than one hour before the finish or arriving more than one hour late for the start of the program will negate the candidate’s attendance and the session will need to be repeated before they can attend the next session. In order to make up an evaluative session (D1, D2, Final Exam), candidates must find a program that has an opening, which means a program that has **less than 10 participants.** The fee for the makeup session is set by the host/organizer of the session.

All exceptions to these guidelines must be approved by a working group of L Faculty. All exception requests must be submitted in writing to the L Program Liaison at Lprogram@usdf.org by the candidate 30 days prior to the exception needed except in the case of an emergency.
It is recommended that those wishing to complete Part 1 and Part 2 of the program do so within three years. If completion exceeds five years from the last session, candidates will be required to participate in or audit all Part 1 sessions and purchase access to current L Program material.

*Participants should be aware of the commitment this program requires in the areas of time, money, and travel. Access to the internet is also required to complete the online portions of this program, including homework/online quizzes.

The participant is responsible for finding a program or session to attend if needed. A list of current programs or sessions is listed on the USDF Education Calendar at USDF.org. It is recommended that you contact the L Program Liaison, at the USDF office, for assistance.

**Video and Audio Recording**

**L Program material is copyrighted!** Participants, auditors, or organizers may not film, audio record, or take pictures of the slides or presentation. Anyone wishing to take pictures must first receive permission from the L Program liaison at the USDF office.

At all sessions, participants should dress professionally (business casual) with consideration for the weather conditions.

**Required Resources for Each Session:**

- United States Equestrian Federation Rule Book (specifically the General Rules (GR) and Dressage Division (DR) sections) either printed or available on a mobile device. Please check with organizers regarding the availability of access to electricity.
- United States Equestrian Federation Test Sheets, Training through Second Levels
- USDF Glossary of Judging Terms
- USDF Judges Checklist
- Access to the L Program website or printed course material downloaded from the L Program website
- Notebook, pens, red pens, highlighter, clipboard and nametag (nametags are normally provided by the organizer)

**Access the L Program Material:**

- Once approved by USDF as having met the Part 1 USDF Membership prerequisite, participants will receive a welcome email from the USDF office explaining how to purchase access to the L Program material through the L Program website.
- At least three (3) weeks prior to the start of the program, participants should purchase access to the L Program material.
- The course materials are updated yearly in the spring. Participants and candidates will be notified when the revisions are complete.
- Each participant is responsible for having up to date session material prior to the start of each session.
- Make sure your contact information on record with USDF is current. If you need help updating this information, please email Lprogram@usdf.org for assistance.

**Homework/Online Quizzes**

The online homework and quiz for each session is available through a link included on the homework PDF and is to be completed by the participant two weeks prior to the applicable session. The results from the online quiz should be downloaded and brought to the next session. In order to be properly prepared for each session, the homework and quizzes are required to be completed before attending the next session.

The results from the online homework will be sent to each session instructor so they can gear the discussions accordingly. In addition, participants are expected to be familiar with the course material for each upcoming session. Participants should contact the L Program Liaison if they have any difficulty finding or accessing any of the course material on the L Program website.
Part 1: A Judge’s Perspective

Session A - Introduction to Judging and Biomechanics (12-16 hours)
“Introduction to Judging” is a lecture day and includes the following:
- Responsibilities, concerns and conduct of a judge
- Rules governing dressage competitions and judging
- Knowledge and ability required of a good judge
- Judge’s comments
- Methodology (arriving at consistent scores)
- Errors of the test & errors of the course
- Use of diagrams

Biomechanics may be part lecture part practical session and includes:
- Biomechanics of the horse
- Biomechanics of the gaits
- Biomechanics of the basics

Items specifically needed for this session:
- Session A course material, either on their laptop (check with organizer if power is available) or printed
- Completed Rules homework and results from online homework quiz for discussion

Session B - Judging Criteria for Gaits, Paces, Movements and Figures (12-16 hours)
This session is a combination of lecture and practice judging and includes:
- Analysis of criteria for each level (Training, First, and Second)
- Analysis of criteria for gaits and paces in each level
- Analysis of criteria for movements and figures in each level
- Practice judging of movements from each test of each level

Items specifically needed for this session:
- Session B course material, either on their laptop (check with organizer if power is available) or printed
- Completed Session A/Pre-Session B homework and results from online homework quiz for discussion
- Results from the Biomechanics online quiz
- Test sheets of all tests, Training through Second Levels, with their own diagrams (optional but recommended by the faculty)

Session C - Basics, Collective Marks – Gaits, Impulsion, Submission, and the Rider (12-14 hours)
This session is a combination of lectures and practice judging with demonstration horses and focuses on:

Collective Marks:
- Assessing the components of the Collective Marks using the Basics
- Methodology for assessing the Collective Marks
- Gaits & Paces
- Impulsion
- Submission
- Rider’s Seat & Position, Rider Biomechanics
- Freestyle overview
Items specifically needed for this session:

- Prior to the C Session, participants are expected to review the Freestyle Module and complete the Freestyle quiz. Participants who fail to complete this module will be unprepared for the session.
- Session C course material, either on their laptop (check with organizer if power is available) or printed
- Completed Session B/Pre-Session C homework and results from online homework quiz for discussion
- Test sheets of all tests, Training through Second Levels, with their own diagrams. This is optional but recommended by the faculty.
- Participants who plan to complete Part 2 of the L Program are encouraged to attend the USDF Continuing Education in Freestyle Judging Program.

**Part 2: Candidate Evaluation**

This part is designed for candidates who want to go beyond the educational Part 1: A Judge’s Perspective and who are interested in judging schooling shows and entering the USEF/USDF “r” Judge Training Program. Part 2: The Candidate Evaluation consists of Sessions D1, D2, E, and the Final Exam. To attend the Part 2, candidates must find a program offered by a GMO or other approved organization.

Acceptance into a Part 1 does not guarantee acceptance into Part 2. Only 10 candidates may be accepted into an individual Part 2.

Host organizations are not required to host a Part 2, it is at their discretion. Candidates may choose a Part 2 offered anywhere in the country, provided it has an opening, i.e. has less than 10 participants. *(Candidates with scores for the USEF Judge Training programs should contact the L Program Liaison the USDF office for help in finding openings.)*

**Candidates must be 18 years or older in order to participate in Part 2: Candidate Evaluation.**

Part 2 organizers are required to give first preference to up to five (5) candidates who have already met the riding requirement for the USEF “r,” “R,” or “S” Dressage Judge Training Program. To be considered for preferred acceptance into Part 2 of an L Education Program, candidates must submit their completed application and any required fees at least 60 days prior to the published application deadline for the Program. Thereafter, Program organizers may fill all remaining places with any candidates who have met the minimum prerequisites to participate in Part 2. *(Effective 4/1/2019)*

Candidates should include a score report from USDFscores.com with their Part 2 application.

Once accepted into a Part 2, you will receive a welcome email and have access the Part 2 information and other Judging resources on the L Program website.

**Session D1 - Judging Full Tests in Each of the Levels (12-14 hours total)**

This session will be conducted on two days during a USEF-licensed/USDF-recognized dressage competition. The session is taught by one instructor. Participants will be asked to judge full tests. The instructor will discuss with the participants the scores and comments, as well as summaries made at the bottom of the tests. The candidates should complete a written self-evaluation to keep and compare with the evaluation filled out by the instructor. The completed evaluations from the instructor will be sent to the USDF office and kept on file. A copy of the evaluation will be emailed by the USDF office to each candidate.
Items needed for D1 and D2 sessions:
- 10 x 14 Self-addressed envelope with $5.00 postage (for return of test sheets, price may change, check USPS for increases in postage)
- Completed Pre-D1 Homework and results from online homework quiz for discussion
- United States Equestrian Federation Rules
  - General Rules (GR) and Dressage Division (DR)
- Dressage Attire & Equipment Guide
- Diagrams, done by the candidate, along with test sheets of all tests Training through Second Levels
- Notebook, clipboard, ink pens, including red pen, and nametag
- D1 self-evaluation and tabulation sheet
- Calculator
- An experienced scribe; Organizers are not required to provide scribes. If the candidate cannot bring a scribe, they should discuss the possibility of the organizer being able to assist in providing one for them. The candidate should expect to cover expenses for the scribe and possibly pay a small daily fee.

Session D2 - Judging Full Tests in Each of the Levels (12-14 hours total)
This session will be conducted similarly to Session D1 but with a bit more emphasis on a testing situation. Candidates should bring the same items they did for the D1, including a 10 x 14 self-addressed envelope with $5.00 postage (for return of test sheets, check USPS for increases in postage rate).

This session focuses on preparing candidates for the final testing. As in Session D1, the instructors will fill out the D2 evaluation. The completed form will be sent to the USDF office and kept on file. A copy of each participant’s evaluation will be emailed to him/her by the USDF office.

Instructor evaluations for both the Session D1 and D2 are not cumulative but based upon a candidate’s performance at the specific session.

Session E - Scribing and Sitting
All scribing and sitting forms must be on record at the USDF office prior to taking the Final Exam.

Scribing:
Scribing hours can be completed any time prior to the Final Exam. Candidates must have scribed for at least three (3) different USEF-licensed “R” or “S” dressage judges, for a total of 12 hours. Scribing hours may be made up of smaller increments, as long as the total is 12 hours. Scribing hours from schooling shows and breed shows will count, provided the presiding judge is an USEF-licensed “R” or “S” dressage judge. Scribing hours must be documented on the appropriate form and signed by the officiating judge. Candidates should keep a copy for their records and send a separate copy to the USDF office to be recorded.

Sitting:
**Once accepted into Part 2** of the program, candidates must sit with a minimum of two USEF-licensed “R” or “S” or FEI-licensed dressage judges at USEF-licensed/USDF-recognized dressage competition(s). It is recommended to sit more than the minimum requirement if it can be arranged with show management and the judge. The required tests may be accumulated in smaller increments with several different judges, as long as the total is at least 20 tests per level (Training, First and Second). These hours must be spent observing the judge judging any test at these levels. **A minimum of 20 tests at each level (Training, First, and Second) is a prerequisite to taking the Final Exam.** (Please make sure this is recorded on the sitting form before you give the form to the judge to send in.) Keep a copy of the form for your records and to use in case the judge’s copy does not arrive at the USDF office prior to your Final Exam.

**Group sitting with an L Faculty member can be used to meet up to half of the required sitting hours.** Candidates may choose to hire a faculty member to sit with them at a competition. Up to 10 candidates may sit with the L Faculty member at one time. Sitting forms must be filled out by the faculty member and returned to the USDF office as with other E Sessions. The guidelines for sitting hours apply for group sitting as well. (The presiding judge does not need to be contacted for permission.) Faculty members are limited to two sessions per program. Please note: The Group Sitting is
included in the guideline that an instructor cannot be used more than two times during the Part 2 sessions and group sitting should not be done with the examiner of your final exam.

**Participants must obtain permission from the competition manager and the officiating judge prior to the competition date.** First, obtain permission from the competition manager, before asking permission from the judge. If a participant wants to sit with a particular judge, he/she may ask for that judge’s schedule and then contact the appropriate competition manager(s). **Candidates should not ask a judge to promise a sitting session without prior approval from competition management.**

Participants should bring test sheets, a clipboard and, if possible, their own chair. The participants will sit in the judge’s booth and watch the ride as the judge scores. The judge will set the pace for how much he/she wants to discuss the rides. Participants must not interrupt the judge or the competition. The judge’s responsibility is focused on the competitors. However, candidates are encouraged to take notes and to begin compiling information for a notebook of judging vocabulary and comments. In accordance with USEF rules, it is strongly recommended, for the purposes of the L Education Program that participants do not sit or scribe with a judge they will be riding in front of at that competition.

There are two sitting forms: one for the candidate and one for the USDF office. The forms are marked accordingly. Participants should bring both Session E evaluation forms for the judge to fill out and sign. Candidates should also bring a stamped, letter-sized envelope addressed to USDF. The candidates will receive one form back for their own information. The judge will mail the completed “Office” form to USDF in the stamped envelope, provided by the participant. Candidates should check with the USDF office to make sure the sitting hours were sent in. **If they were not sent in by the judge, it is the responsibly of the candidate to provide the office with a copy of the completed sitting form.**

Sitting and scribing hours expire five years from the date of the D1 or for those retesting the date of the last Final Exam. If you have questions regarding hours you may already have on file, please contact the L Program Liaison at the USDF Office.

**Contacting L Faculty by Part 1 Participants or Part 2 Candidates**

If a candidate wishes to contact at L faculty member regarding clarification of program material, they should do it by email and not initiate contact by a phone conversation or in person (especially at a competition.)

**Final Examination**

**Prerequisites:**

Candidates must have completed all sessions and all scribing and sitting requirements and they must be on record in the USDF office prior to the Final Exam or they will not be allowed to take the final exam.

**Candidates must have completed the Safe Sport Training and a certificate of completion must be on file with USDF.**

The Final Exam takes place at a USEF-licensed/USDF-recognized dressage competition. The duration of the examination is approximately one and a half to two days. The examination will include a written test, and a practical judging test with some oral questioning. The examiner will ask candidates questions during the rides. Please note: Candidates may also be required to judge orally. Candidates will also judge tests consecutively as the show is scheduled.

The written test is a closed book exam; questions are true/false; there are no short-answer or essay questions. The questions are compiled primarily from the General Rules (GR) and Dressage Division (DR) sections of the United States Equestrian Federation Rule Book, the USDF Glossary of Judging Terms and from the course material of the L Education Program.
Items needed for the final exam session:

- United States Equestrian Federation Rule Book (either printed or on a mobile device):
  - General Rules (GR) and Dressage Division (DR)
  - Dressage Attire & Equipment Guide
- Test sheets Training through Second Level with their own diagrams (recommended but not required)
- Notebook, clipboard, and nametag
- Ink pen for the practical test and a red pen
- Pencil for written test
- An experienced scribe; organizers are not required to provide scribes. If the candidate cannot bring a scribe, they should discuss the possibility of the organizer being able to assist in providing one for them. The candidate should expect to cover expenses for the scribe and possibly pay a small daily fee.

Criteria for Passing the Examination:
Prior to the exam, the candidates must sign a waiver with a statement that they understand and acknowledge that the judging principles of dressage involve subjective elements, and that there is no guarantee that candidates will pass the Final Exam.

Candidates agree that they will neither protest the results of the exam, nor will they attempt to contact any examiner for explanations or tutoring following the exam. Candidates will not receive the written exam or the dressage test score sheets back after final examination.

The USEF requires candidates to pass the L Program “with distinction” as a prerequisite to enter the USDF/USEF “r” Judges Training Program.

A passing score of 65% or higher on the practical exam and an 80% or higher on the written exam is required to become a successful graduate of the L Program and to be listed on USDF’s recommended roster to judge schooling shows. Each graduate will receive a personalized USDF certificate.

The scores required to graduate the L Program with distinction are 72% on the practical exam and an 85% on the written test. Those who meet this requirement will receive a certificate stating that they have passed the exam “With Distinction”

Candidates will receive the results of their practical examination and a Code of Conduct (must be signed and returned to the USDF office). Under normal circumstances, results will arrive within three weeks.

Please note: After successful graduation, candidates are referred to as L Graduates. L Graduates are NOT licensed dressage judges. Therefore, they may not advertise themselves as L judges.

Retesting
Anyone wishing to retest must submit a retesting application (available on the L Program website or from the L Program Liaison at Lprogram@usdf.org) and be approved by the L Program Working Group.

1. Candidates who have failed the written exam or wish to improve the score to meet the requirement to enter the USEF “r” Judge Training Program may repeat it outside a structured program but it must be done under the supervision of a person approved by the L Faculty Chair. This may be the regional director, a member of the L Faculty or an otherwise approved individual. The written exam may be retaken no sooner than 30 days and no longer than one year from the original exam date. Effective 4/1/2020.
2. Candidates who have failed to obtain the minimum passing score at the practical exam and have been approved to retest must repeat and complete the entire Part 2: Candidate Evaluation, including Session D1, Session D2, and the Final Exam (written and practical portions).
3. Candidates who fail the practical exam twice, must retake the Part 1 as a participant before retesting a third time. Effective 4/1/2018
4. Candidates who would like to attempt to raise their score to enter the USEF/USEF "r" Judge Training Program and only wish to retake the final exam (written and practical) must submit a retesting application (available on the L Program website or from the L Program Liaison at Lprogram@usdf.org) and be approved by the L Program Working Group.
5. Those L Graduates wishing to retest for distinction, have the option of waiting 12 months and repeating only the Final Exam (written and practical portion) or retaking the entire Part 2. L Graduates must be current with USDF membership, Safe Sport, and continuing education at the time they submit the retesting application. Effective 4/1/2020

6. Candidates wishing to complete the L Program or retest, who have exceeded five years from their last session, will be required to participate in or audit all Part 1 sessions and purchase access to current L Program material.

Sitting and scribing hours will expire five years from the date of the D1 or for those retesting the date of the last Final Exam. If you have questions regarding hours you may already have on file, please contact the L Program Liaison at the USDF Office.

**If candidates achieve a lower score at the retesting, in either the written and/or practical portion of the Final Exam, the new score(s) will count. If either score, written or practical is below the minimum passing score their name will be deleted from the list of L Graduates for schooling shows.**

**Continuing Education for L Graduates:**

L Graduates are required to complete eight hours of judge specific continuing education per year. Graduates who meet the continuing education requirements and are current in their safe sport training, will be listed on the USDF website. Any continuing education that falls into the below category should be reported to lprogram@usdf.org using the L Program Education Continuing Education report form available on the USDF website.

Continuing education must be judge related and approved by the L Program Committee. Below is a list of the approved programs as of 1/2018:

- USDF Continuing Education for Dressage Judges Program
- USEF Dressage Judge Education Programs
- USDF Sport Horse Seminar (for Judge Training)
- USEA hosted Eventing judge training programs with a focus on dressage, if taught by USEF-approved judge instructors (for dressage) or L faculty)
- Convention L Education session
- Convention meetings (meetings related to Judging and Judge education)
- Organizing, auditing or participating in Part 1 of L Education Program
- Scribing with R or S judges
- Scribing for instructors or examiners at L Program (Part 2) or USEF Dressage Judge Training Programs. (Testing programs are not included)
- L Education Program in-depth Study on the USDF Education Library (counts for two hours) Completion certificate must be submitted to lprogram@usdf.org
- Completing all of the online homework quizzes on the L Program website(counts for 2 hours)-Completion certificates must be submitted to lprogram@usdf.org

Additional programs may be approved by the L Program working group annually and on an individual basis.

The USDF Executive Board approved a new USDF Safe Sport Initiative. In short, the new initiative adopts the USEF Safe Sport Policy. As part of this initiative, completion of Safe Sport Training is part of the prerequisite for taking the final exam, and it is also required that all Graduates of the USDF L Education Program complete the training module to be listed on the USDF list of active L graduates.
Exceptions to the Guidelines
If for any reason a participant or candidate cannot follow the above guidelines, an exception request must be submitted in writing by the participant/candidate. Exception requests must be submitted to the L Program Liaison in the USDF office at least 30 days prior to the needed exception. Exception requests are sent to a designated working group for discussion and vote. The result will be emailed to the participant/candidate by the liaison. Any questions regarding the procedure should be directed to the liaison.

Ideas for Additional Educational Activities:
These ideas are intended for additional practice during the program, for preparation for retesting, and for continuing education after completion of the program:

- Buy DVDs/videos with dressage tests. View the videos and score the various movements. Example: “On the Levels” or DVDs through the USDF online store.
- USDF’s Education library. Use the search words L Prep or L Program. There you will find videos to use for practice judging along with Quick Studies that can be very helpful throughout Part 1 and Part 2.
- Organize an informal Session D, with an L Faculty member or a USEF-licensed “S” dressage judge, at an USEF-licensed/USDF-recognized competition. These sessions may fit the criteria for a USDF Continuing Education in Dressage Judging Program. The Dressage Foundation offers grants for these programs. Please contact the USDF office for more information.
- Attend a USDF Continuing Education in Dressage Judging Programs for Judges and L Graduates which have been opened up to include those enrolled in the L Program as participants.
- Arrange for a mock show with students. It will give you the opportunity to judge and the student gets a chance to ride the test and to receive an evaluation.
- We strongly recommend that you go to a local show, sit on the side, practice-judge on your own and dictate to a scribe. Use the scoreboard to compare your total scores and placings with those of the presiding judges. Practice-judge in at least three different shows and judge several full classes at each level and test, but especially at Second Level. Compare your results with at least three different presiding judges.
- Go to a local show with another candidate and alternate practice judging aloud. Then both watch and discuss the ride, concentrating sometimes on the basics, other times on the collectives. At other times, actually judge the ride, taking turns judging and scribing so that experience is added in judging both in writing and orally. Have a contest to see who can first come up with the collective marks and the bottom summary.
- Attend “mini forums” and related educational activity when offered in your region.
- Go to the USDF Annual Convention and attend the L Program Committee and Judges Committee open meetings and the Judges Roundtable.