



HANDBOOK

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INTRODUCTION

In 2014, the United States Eventing Association (USEA) Board of Governors approved the creation of the Intercollegiate Eventing Program as an official program of the USEA. Originally proposed with input from the Intercollegiate Eventing League, the program was established to provide a framework on which eventing teams and individual competition could flourish at universities and colleges across the country. Collegiate athletic programs have been the training grounds for Olympians, amateur athletes and professional athletes for generations. Enabling students to train in the Olympic sport of eventing is a natural addition.

Upon establishment, the Intercollegiate Program saw immediate rapid growth and enthusiastic participation from students. Collegiate (student) and affiliate (school) memberships with USEA and have increased annually .

The first USEA Intercollegiate Eventing Championship was held in May 2016 at Virginia Horse Trials and has experienced increased participation at every subsequent Championship. Please read about future Championship dates and locations along with eligibility requirements for the Championship on page 4. In addition to the Championship, horse trials organizers across the country offer Intercollegiate Team Challenges where students compete in a friendly, fun team environment.

The mission of the Intercollegiate Eventing Program is to bring together students with a common interest and provide a supportive community through which students can continue to pursue their riding interests throughout their collegiate years. The USEA is dedicated to growing Intercollegiate Eventing in every USEA Area to make it a truly national program.

UNIVERSITY AFFILIATE

Any accredited college or university may register as an Affiliate Organization of the USEA. Once the institution is an Affiliate Organization, all current undergraduate students of that school will be eligible for a discounted USEA membership. Moreover, as an affiliate of the USEA the University/College will be able to access all of the benefits offered to USEA affiliates.

COLLEGIATE MEMBERSHIP

Any individual who is a current undergraduate student at a university or college that is an Affiliate of the USEA is eligible to receive a \$25 discount on their annual USEA membership. Undergraduate students are eligible to maintain a collegiate membership and receive the discount for a total of five school years, which may be nonconsecutive. There is no age restriction on eligibility for current undergraduate students.

The USEA reserves the right to fine or suspend an individual USEA member for violating the eligibility rule.

INTERCOLLEGIATE CHAMPIONSHIP

The 2019-2020 Championship will take place at the May Chattahoochee Hills Horse Trials in Fairburn, Georgia. The 2021-2022 Championship will take place at Virginia Horse Trials in Lexington, Virginia on Memorial Day weekend.

The USEA encourages all schools to send as many competitors as possible to the Intercollegiate Championship. All levels offered by the event organizer are welcome to participate in the Championship. See scoring information for the Championship on page 5.

Championship Guidelines

There are no qualifications necessary for this championship but schools represented must be registered Affiliates of the USEA.

Students must be enrolled as undergraduate students and be an active USEA Collegiate Member in good standing. * Exception: students may compete in the Championship up to 6 months after graduating, allowing December graduates to compete in the May Championship.

Students must have attended classes for at least one semester; Incoming freshman, even if they are enrolled for the fall, are not eligible to compete.

A student may not compete more than one horse on a team. If a student has an additional horse(s) entered in the competition, they may compete on a school's second team or a scramble team.

Graduate students may attend the Championship and compete on a Graduate team. The Graduate team championship divisions will be scored and awarded separately from the Championship for undergrads. Graduate participants must represent a school that is a USEA Affiliate.

Undergraduates who have exceeded the five-year eligibility restriction must compete on a Graduate team.

Participants must enter the team championship as individuals through the event's designated entry system. A team representative from each institution must then submit a tentative team roster for the Championship to the event organizer or designated team coordinator no later than the closing date for the event.

Scramble or scratch teams (multiple schools represented on the same team) may participate in the Championship. Students may request to be on a specific scramble team and/or the organizer/team coordinator may design the scramble teams. A spot on a scramble team is dependent upon entries and not always guaranteed.

Definite team rosters must be provided by noon the Monday prior to the start of the Championship. Any changes from the previously provided tentative roster may not affect another college or university team structure (e.g. moving a horse from a scratch team). This is to ensure that all eligible students who are entered in the event and expressed interest to participate in the Championship may do so.

Absolutely no substitutions or changes may be made to any team after the first horse inspection (for events including FEI divisions) or 3:00 p.m. the day prior to the first day of dressage if there is no horse inspection.

INTERCOLLEGIATE TEAM CHALLENGES

Intercollegiate Team Challenges are quickly becoming popular additions to recognized horse trials in the United States. Teams competing in events identified as Intercollegiate Team Challenges are able to self-identify to the competition organizer, and will compete in the regular horse trial competition as individuals. Combining their individual scores, their team scores will be tabulated and matched against other teams. Please visit the USEA website for a current calendar of team challenges.

- Teams can be made up of three or four riders.
- Teams can be made up of riders of different levels.
- Only the three lowest individual scores will count towards the team score, which allows a four-member team to have a drop score. Three-member teams will have no drop score.
- The team with the lowest score at the end of all three phases will be declared the winner of the team challenge.

See additional information on hosting an intercollegiate team challenge in the Organizer Guide on page 8.

SCORING

Though there are no official requirements for scoring individual Intercollegiate Team Challenges, the USEA would like to encourage all hosting venues to use the following guidelines that are used at the USEA Intercollegiate National Championship. Teams can be made up of three or four riders. Teams can be made up of riders of different levels. To account for differences in level difficulty, each rider's score is multiplied by a coefficient appropriate for their level, and then the individual scores are added together to determine the team score. Only the best three individual scores will count towards the team score, so teams of four will have one "drop" score.

The coefficient system that will be applied at the Championship is as follows:

Beginner Novice: 1
Novice: .99
Training: 0.9
Preliminary: 0.85
Intermediate: 0.75
CCI2*-S (former CIC*): 0.8
CCI2*-L (former CCI*): 0.75
CCI3*-S (former CIC2*): 0.70

If Modified is offered at the Championship, a coefficient of 0.95 will apply to Training level and 0.9 will apply to Modified. Coefficients for additional levels not listed here will be assigned as necessary.

The USEA has a scoring template in an Excel spreadsheet. Please email the USEA Director of Programs or the Intercollegiate Committee Chair to get a copy of the template.

FREQUENTLY ASKED QUESTIONS

Q: I want to sign up for the Collegiate Program, but I do not see my school listed?

A: If your school is not listed in the drop down menu, please contact your College or University and have them contact the USEA office for more information on how to become an affiliate school of the USEA (703) 779-0440 or email Jennifer Hardwick at Jennifer@useventing.com or Claire Kelley at CKelley@useventing.com.

Q. If my school has an Equine program but is not part of the USEA Intercollegiate Program, how do we get our school to be included?

A: A faculty or staff representative of your College or University (some institutions have an Equine Programs Director) needs to complete the Affiliate application form. Have your faculty or staff representative submit the application to the USEA office to be included in the program. Email to: Memberservices@useventing.com, or fax your application to: 703-779-0550, or mail to the USEA office at 525 Old Waterford Rd., NW, Leesburg, VA 20176

Q: What does the school need to submit to be considered for this program?

A: The Affiliate Collegiate Program application form is located on the USEA website at www.useventing.com/membership/affiliate. The school must pay an Affiliate membership fee, which costs \$75 per year (for less than a 100 members). The school must renew this Affiliate membership each year.

Q: What documentation do I need to submit to receive the discount?

A: Your school's faculty or staff representative or team captain/coach must submit a full roster to Jennifer@useventing.com. The USEA office will verify your participation in the Equine Programs at your school, at which time a discount of \$25 will be issued to each member.

Q: If I do not submit proper identification do I still get a discount?

A: If the faculty or staff representative from your school verifies your participation in the program the USEA will issue a refund of \$25. Otherwise, no refund will be issued.

Q: Why do I have to pay the full \$95 before I can get the discounted rate?

A: This is a USEA policy. The full payment must be submitted at the time of registration. Once your team submits a team roster and your credentials can be verified, a refund will be issued. If identification cannot be verified, no refund will be issued.

Q: What do I get with the Collegiate Program membership?

A: Please see the USEA website www.useventing.com/membership for a listing of member benefits.

For any other questions, please contact Claire Kelley at CKelley@useventing.com or (703)-779-0440 ext. 3019.

STUDENT GUIDE: BUILDING AN INTERCOLLEGIATE EVENTING TEAM

Since its inception in 2014, the USEA Intercollegiate Eventing program – aimed to enfranchise and maintain the participation in eventing by the college-student age group – has experienced a notable increase in the level of membership and in competition entries as well as welcome new faces to the sport of eventing.

We commend the students that have worked to create teams at their college or university and actively participate in educational activities and team building, providing a community of like-minded individuals interested in eventing and/or horse sports.

The USEA has formulated this document to assist students in forming eventing teams at their college or university and become a registered affiliate with the USEA making them eligible for earning points on the Intercollegiate Leaderboard and participating in the annual USEA Intercollegiate Eventing Championship.

Becoming Official with your School

- Contact your student activities council or the group in charge of student organizations at your school
- Find a faculty member willing to assist you in getting the team up and running. A faculty member can help you navigate all the ins and outs of school policies. A faculty or staff representative at your college is required to submit an application to become a USEA affiliate.
- Make sure you check all of the requirements your school has for student organizations to be sure you are meeting those requirements.
- Some schools have the option of making your team an intramural sport. Get in contact with your school's Recreational Sports department.

Growing your Member Base

- Talk to local trainers in your area (including different disciplines) and see if any of their students go to your school.
- Participate in orientation week recruiting events your school puts on
- Post advertisements at local feed and tack stores
- Let academic departments in your school know about your team. Many schools have email lists and bulletin boards available for student organizations.
- Advertise to potential students through prospective student days and high schools. Having an intercollegiate eventing team may encourage some prospective students to choose that college and provide you with an excited new member.

Becoming Official with the USEA

- Once you've become an official organization and have a solid member base, contact the USEA or go online to www.useventing.com to register your school as a collegiate team/affiliate.

Participating in Team Challenges

- Contact local event venues and see if they already host team challenges and if not talk to them about adding one to their next event. Volunteer your team to help them add and run it.
- Use resources available through the USEA to help organize and run your challenge.
- Get in contact with other Intercollegiate Teams and invite them to events.

Note: Guidelines and requirements for teams and clubs vary between schools. Please contact the USEA to view several examples of existing team constitutions.

ORGANIZER GUIDE: USEA INTERCOLLEGIATE TEAM CHALLENGE

Since its inception in 2014, the USEA Intercollegiate Eventing program – aimed to enfranchise and maintain the participation in eventing by the college-student age group – has experienced a notable increase in the level of membership and in competition entries as well as welcome new faces to the sport of eventing.

We thank all the organizers who have helped host these important, sport-enhancing competitions, and hope that organizers in every Area will consider offering an Intercollegiate Team Challenge.

The USEA has formulated this document to assist organizers in easily incorporating a USEA Intercollegiate Team Challenge into a USEA horse trials. This “Organizer’s Guide” will help answer questions and provide solutions to many potential organizational challenges. This document covers event promotion, entries, team dynamics and scoring, awards, and affiliates.

What is Intercollegiate Eventing?

Intercollegiate Eventing is the USEA program, formulated in 2014, that is aimed uniquely at the college student who would like to continue to event or expand his/her eventing experience while enrolled in an accredited college or university.

The program is strongly based on a team competition – referred to as an Intercollegiate Team Challenge – between two or more teams of students from one or more colleges or universities and held under the auspices of a USEA/USEF-recognized Horse Trial. All rules of competition as put forth in the USEA and the *USEF Rule Book* apply to all Intercollegiate competitors.

Who may participate?

- Any student enrolled part- or full-time at any college or university. The program is open to students of any age. It is the responsibility of the students and institutions to be in membership compliance.
- A student must be a current individual member of the USEA, either as a “Full” or “Life” member or as an “Collegiate” member, which is a discounted membership for this category.
- The institution is strongly encouraged, but not required, to be a current Affiliate member of the USEA. This is an annual membership.
- Only students from colleges and universities that are registered as Affiliate Organizations may participate in the annual USEA Intercollegiate Championship.

Quick Tips

- An organizer may choose to either 1) host an Intercollegiate Team Challenge or 2) accept the request of a college team or group of teams to host one at their event.
- *Levels of Competition:* Levels to be included in an Intercollegiate Team Challenge are offered at the discretion of the organizer. Frequently, Beginner Novice through Preliminary are the levels offered.
- *Teams:* Teams can consist of either three or four riders. Four-member teams may utilize a “drop score”; three-member teams may not do so.
- Individual riders representing their college are greatly encouraged to participate by joining a “scramble” team.
- *Fees:* No fees are required by the USEA for offering an Intercollegiate Team Challenge.
- *Scoring:* There are no official requirements for scoring. However, the USEA encourages all host venues to utilize the scoring guidelines provided on page 5.
- *Awards:* While not required, organizers are encouraged to classify separately and award ribbons for the Intercollegiate Team Challenge competitors.
- *Communication:* An organizer can expect to have all communications regarding the organization of an Intercollegiate Team Challenge with either a student liaison of the college or its Riding or Athletic Director. The organizer should not expect to communicate with the USEA, although the organizer is welcome to contact the USEA office at any time with questions regarding the Intercollegiate program.

****Please read all sections of this guide for a complete understanding of hosting an Intercollegiate Team Challenge****

Get the Word Out

Once an organizer has determined that they would like to host a USEA Intercollegiate Team Challenge at their event, the following promotional steps are recommended:

- List your event on the Intercollegiate Team Challenge calendar found on the USEA website by emailing event information to Claire Kelley at CKelley@useventing.com.
- Add Intercollegiate Team Challenge information to the host event's USEA *Omnibus* listing by emailing USEA's Director of Competitions Sharon Gallagher, sharon@useventing.com.
- Alert the students, colleges/universities and eventers in your Area. Share the announcement on your event's website and social media pages. An organizer or event representative may also write a brief announcement for inclusion on the Association News section of the USEA website. When possible, alert the Athletics Director and/or Riding Director of colleges in your area and encourage their participation.

Entries

When listing a USEA Intercollegiate Team Challenge in the *Omnibus*, Intercollegiate Calendar or elsewhere, organizers should indicate:

- The levels to be offered for the Intercollegiate Team Challenge
- The preferred method (online, paper, etc.) for making a team entry

The following options are suggested for students/teams when signing up for an Intercollegiate Team Challenge:

- When making an entry, include the college/university name on the stabling list and also email the organizer a team roster.
- Make note of their college/university or team name on a paper entry.
- Since team challenge participants are encouraged to stable together in order to promote team atmosphere and camaraderie, a team should indicate if it would like to avail itself of this stabling option.

The USEA is currently refining the entry process for team challenges, including working with online entry systems to incorporate a section for team challenge sign-ups.

Team Dynamics and Scoring

Although there are no official requirements for team dynamics or for scoring an Intercollegiate Team Challenge, the USEA would like to encourage all host venues to use the guidelines outlined on page 5.

Awards

It is recommended that the organizer post the scores for an Intercollegiate Team Challenge separately from the horse trials divisions so that the teams may keep up with the team challenge standings.

Organizers may offer team ribbons and/or prizes and if possible host an awards ceremony for the team challenge.

The USEA requests that final results of the team challenge be submitted to the Association at the conclusion of the competition.

www.useventing.com/membership/intercollegiate