



**Examination Registration Form
English Riding Instructor**

Name :	Surname :
Address :	
City :	Postal code :
Tel. (r) : ()	Office : ()
# FEQ :	# E.C. :
Birth date :	First aid course date :
Name of mentor:	
Date of NCCP theory Level A :	« Learn to Teach » date :

Please, register me for the Instructor examination scheduled :

_____ 200__ at _____

Here is my cheque, made to the order of the **Fédération équestre du Québec**

\$300.00 (taxes included) if received 30 days prior to the activity

\$358.00 (taxes included) if received less than 30 days prior to the activity

I hereby indicate that I wish to enter the Instructor Program. I have read the list of prerequisites and requirements and agree to abide by the proposal outlined. I also acknowledge that it is strongly recommended that I take insurance cover.

Signature of candidate

Date

Parent Agreement (if candidate is under 18 years of age)

I have read the outline for the Instructor Program and agree that my son/daughter may enter this Program. I am also aware that until such time as my child reaches the age of eighteen, I am legally responsible for his/her actions. I am aware that it is strongly recommended that he/she takes insurance cover.

Signature of parent or tutor

Date



Attention !

Before sending your registration form, make sure you have everything you need :

1. You must be a member in good standing of both FEQ and EC
2. You must have your « Rider 2 » certificate
3. You must hand out the Mentor's identification Form
4. You must hand out the Mentor's Evaluation Sheets (teaching, lungeing, stable management) completed at three different times of your mentoring
5. You must hand out the attestation of your NCCP theory course "Level A"
6. You must hand out the attestation of your "Learn to Teach" course
7. You must hand out the attestation of your general First Aid course
8. You must make your cheque to the order of FEQ

Cancellation

An activity can be cancelled if the number of participants is insufficient. The candidate will then be reimbursed.

Reimbursement Policy

Should a candidate cancel his registration :

- ü At least (5) days prior to the activity, 50% of the registration fees will be reimbursed;
- ü Less than (5) days prior to the activity, 0% of the registration fees will be reimbursed;
- ü For veterinarian or medical reasons, a medical document will be required to obtain a reimbursement;
- ü There will be no reimbursement if a candidate doesn't show up at an activity without priorly having advised the FEQ.

Send everything to :

Fédération équestre du Québec
C.P. 1000 Succ. M
Montréal Qc H1V 3R2