



# USHJA LICENSED OFFICIALS VIRTUAL CLINIC 'R' HUNTER COURSE DESIGNER CLINIC April 1, 2024

## USEF Licensed 'R' Hunter Course Designer

Successful completion of this virtual clinic is required as part of the 'R' Hunter Course Designer requirements as outlined in the [USEF Licensed Officials Policies and Procedures](#). Attendees must participate in the virtual clinic in its entirety and achieve a passing score on the exam to receive clinic credit. Notebook materials and Zoom links will be sent via email two weeks prior to the clinic. A hard copy notebook may be purchased from USHJA to ship directly to your address on file for an additional fee. The deadline to register online for the clinic is **March 15**. Officials interested in registering after this date must contact the Licensed Officials Coordinator at USHJA at 859-225-6700 to register. **Space is strictly limited.** All attendees of USHJA Licensed Officials Clinics are required to be Active/Competing members of USHJA.

## Clinicians

- Patrick Rodes
- Meghan Rawlins

## Schedule (all times are Eastern Standard Time)

*Attendance is required at all sessions in order to earn clinic credit. Check-in will open on the morning of the clinic at 8:00am.*

### Monday, April 1

8:30-9:30am roundtable

9:30-9:45am break

9:45am-10:45am roundtable

10:45-11:00am break

11:00am-12:30pm test and review

## Attendance

- Space is strictly limited for each session and availability is on a first come, first served basis. Please complete the online registration form in advance of the **March 15 deadline**.
- Online registrations will receive an email follow up from USHJA staff shortly after form is submitted.
- Additional email will be sent two weeks prior to the clinic with clinic materials and links.
- Homework assignment details will be sent in advance of the clinic and must be submitted prior to the start of the clinic.
- Attendance is taken at beginning of each session. Please be prepared to login in advance of the clinic start time to sign in with USHJA staff.
- All sessions must be attended in their entirety in order to receive clinic credit.

## Attire

Please dress professionally and appropriately.

## Testing

If an attendee requires testing accommodations, contact the Licensed Officials Education Coordinator at least 30 days in advance of the clinic start date to ensure proper accommodations.

## Fees

- \$165 = Online registration for 'R' session completed **on or before March 15**.
- \$50 = Printed notebook shipped to attendee (optional). **After March 15, all notebooks will be sent electronically.**

## Refund

If a participant is unable to attend a clinic and notifies USHJA of withdrawal in writing at least fourteen days prior to the start of the clinic, 50% of the clinic fee will be refunded less a \$25 processing fee. If a participant withdraws from a clinic and the position is filled from a waitlist, a full refund will be provided less a \$25 processing fee. If a participant withdraws from a clinic with less than fourteen days' notice, the clinic fee is non-refundable regardless of the waitlist status.

## Contact

Education Programs Coordinator  
United States Hunter Jumper Association  
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Lexington, KY 40511  
Direct: 859-225-6700  
Fax: 859-258-9033  
[loeducation@ushja.org](mailto:loeducation@ushja.org)