

## **In-person Course Assessment Form for STEWARDS**

**Course Director:**

Venue:

Date:

**Official's Name:**

NF:

This form is confidential, please return to [sandra.lecoultre@fei.org](mailto:sandra.lecoultre@fei.org) / **not to be shared with host NF.**

Purpose of attending course /stewarding:	
Maintain current Steward status	
Promotion to Level 1 Steward	
Promotion to Level 2 Steward	
Promotion to Level 3 Steward	

Evaluation information:				
General:	Good	Acceptable	To be Improved	N/A
Contribution/Input during the course				
Understanding of organizational structure (who's who and respective responsibilities)				
Knowledge of Rules & Regulations				
Knowledge on Tack & Equipment				
Awareness on welfare matters/issues				
Understanding of training scale, bits and gadgets				
Understanding of site and infrastructure				
Understanding of organization of the stewarding team and CS responsibilities				
Handling difficult situations				
Understanding of English language				
Communication skills to work within the stewarding team				
Communication skills towards Athletes				

Awareness of their role and related duties during/at:	Good	Acceptable	To be Improved	N/A
Horse Inspection				
EADCM				
Stables				
Warm-up & Schooling Dressage				
Warm-up & Schooling Cross Country				
Warm-up & Schooling Jumping Test				
Tack Control etc.				
Examination (control) of Horse's legs, boots				

Summary	
Amount of time attending the overall seminar:	Complete or %
<b>Recommendation for:</b>	Yes No
Upgrade:	
Maintenance/continue at present status:	
Additional experience:	
If yes, please detail:	

Course Director's Confidential Report
GENERAL COMMENTS ON CANDIDATE
WHEN A MAINTENANCE OR TRANSFER-UP IS DENIED, PLEASE DETAIL THE REASONS WHY

Signature of Course Director & Date: