

## GUIDELINES FOR SIT-IN

### 1. In General

- Sit-Ins can be done in all FEI competitions in accordance to the level the judge applies for.
- The candidate should be assessed by a Mentor Judge (MJ) from the FEI list of Level 3 and Level 4 judges.
- The candidate for promotion to Level 2 should sit in with the MJ throughout the whole Competition (to include Compulsory and free test).
- The candidate for promotion to Level 3 should sit in with the MJ throughout the whole Competition (to include Compulsory/free test and Tech Test).
- Sit-Ins and Shadow Judging may be done at the same event.

### 2. Task of the Candidate

- The candidate should check that a Level 3 or Level 4 judge is judging at the event. If this is the case, the candidate should contact the OC at least 4 weeks before an event and inform them about his/her wish to sit-in. If the OC agrees, the candidate will contact the MJ.
- It is the duty of the candidate to contact the OC again shortly before the event and ask for all details concerning his Sit-In (timetable etc...).

### 3. Task of the OC

- If an OC is willing to allow a candidate to sit-in, it must provide an extra chair at the judges table of the MJ for the candidate.

### 4. Task of the Mentor Judge

The MJ has to assess the candidate according to the Assessment Sheet.

1. The MJ evaluates the appearance of the candidate: e.g. friendly, open-minded, well behaved, appropriately dressed, well on time, well prepared with good knowledge of the test and also check the knowledge of his spoken English.
2. The candidate is to be asked some questions about vaulting / judging principles in the break between two horses and during the test whenever possible. Corrections should be given by the MJ directly if needed.
3. The candidate has to be given the opportunity to propose marks in the course of the test whenever there is time. This way his/her knowledge, decisiveness and the tempo in which he/she is able to give the requested marks can be tested. Corrections should be given by the MJ directly if needed.
4. The correct usage of the technical language will be checked through the candidate's remarks.

After the class, the MJ should inform the candidate about the outcome of the Sit-In, emphasise his strong and weak points, and give further recommendations on what issues still to deepen.

***The Sit-In Assessment Form should be sent to the FEI Vaulting department ([thya.moritz@fei.org](mailto:thya.moritz@fei.org)) by the MJ within two weeks after the event.***