

American Sidesaddle Association (ASA) Policy for Judge/Instructor/Clinician (JIC)

January 2022



American Sidesaddle Association
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1. **Requirements:** ASA will certify sidesaddle JICs upon completion of the requirements that include completing verbal discussion with the ASA President or other JIC appointed by the President, passing the written standard sidesaddle knowledge test, and demonstrating competency with arena teaching methods for students, including saddle-fitting. The competency examiner is also designated by the ASA President and is a JIC. Details follow in this document.
2. **Eligibility:** To be eligible for JIC certification, as well as to maintain current certification, one must be a paid member in good standing of an ASA affiliate club, and thus, ASA. The petitioner must also have attended at least one sidesaddle clinic taught by an ASA JIC, or equivalent and must also be at least 18 years old.
3. **Transferring an instructor certification:** In the spirit of reciprocity with other equine clubs, instructors from such clubs as ARIA, SSA, ISSO, and others at the discretion of the ASA President or President-appointed Officers, can request JIC status. The petitioner must be a member in good standing of an ASA affiliate club. A letter stating the reason for the request and giving an overview of the qualifications must be reviewed by the ASA President or President-appointed Officers. The President will confer with ASA members or others who are aware of the petitioner's skills; thus, the written test and the arena demonstration may not be needed.
4. **Benefits of achieving JIC status:** JICs can use the ASA to advertise teaching events, such as clinics. The JIC can also use ASA educational materials for teaching and clinics. The JIC can acquire award participation points through ASA so long as the lesson is advertised to the public or to affiliate club (s).
5. **Cost of Initial JIC certification:** The initial certification cost is \$150, payable when the application is received. The application consists of speaking directly to the ASA President or President-appointed Officer and giving the reasons why the petitioner is seeking JIC status. Plans are then made to carry out the requirements of initial certification.
6. **Bi-Annual Registration and Recertification:** Every two years, the JIC must remit to ASA a fee of \$50. At the discretion of the ASA President, for the recertification, the JIC may be asked to allow another JIC to proctor at an agreed upon event.
7. **Initial written exam:** This is graded by the ASA President. The petitioner may be called upon to clarify answers or to give more information. A score of at least 90% must be attained. The test must be personally administered by a President-appointed ASA Officer or via arrangements made for a confidential proctored test at a school, library, or the like. There can be no open-book or electronic device assistance.
8. **Demonstration of ability:** The second part of the certification test will be an on-site hands-on session with the ASA President, President-appointed Officer, or a JIC appointed by the ASA President. The petitioner must show that she/he can ride aside with good form in all gaits, and can properly mount and dismount alone and with assistance. If a gaited mount is used, another mount should also be on hand for a brief display of the trot and posting.

NOTE: At the discretion of the ASA President, this part of the test can be done via video and sent to the President, who will view it along with at least one other ASA officer or JIC. If a video is used, the session must be an actual beginner's lesson with at least 3 students for all gaits and some school figures or equitation tests. There should be at least 2 different seat types. If the JIC is not secure in the knowledge of a certain breed or discipline, that should be made clear at the start of the lesson.

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355 Sunset Drive, Chillicothe, Ohio, 45601



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9. **Talk or lecture:** A topic or selection of topics from which the candidate may choose is provided by the ASA President. The talk must be spontaneous and cannot be simply read, but props such as attire or tack can be used. This part of the exam can also be sent via video.
10. **Special jumping add-on for the JIC:** Those who wish to have an add-on certification for jumping must give the following proctored lesson: A private group lesson using ground rails and cross-rails as an introduction to jumping. There must be jumping a full course, including turns in both directions, spreads, and the ability to move up to 3 feet.
11. **Demonstration of Saddle Fit:** This should be hopefully, accomplished in the actual presence of the President, President-appointed Officer, or a JIC, at a clinic where there is a variety of equine types and saddles. If approved by the President, it can be done via video.
12. **Preventing Cruelty and Pain in the Equine:** During saddle fitting, this is the primary concern. When proper fitting is not possible, the equine cannot be used in the lesson and the owner must be made aware of the seriousness of the issue. A JIC is expected to know the signs of back pain and distress in an equine. Cruelty or abuse is not tolerated, nor is over-sedation. In fact, a mount that must be sedated for a lesson is not acceptable for this use. See USEF rules.
13. **Evaluation:** The grading JIC will write a synopsis of the session and will solicit input from the students as to how much they have been helped.
14. **JIC Code of Conduct:** Sidesaddle cuts across all disciplines and it is essential that JICs are good ambassadors for the ASA. High standards of honesty and integrity are required of the JIC. All JICs are expected to teach in a safe, professional, and competent manner. The JIC must be a role model for safety gear of all types, in all situations. The JIC cannot act in any manner that is improper, unethical, unsportsmanlike, dishonest, intemperate, or prejudicial. The JIC cannot threaten, gossip, or otherwise cast aspersions on the character of another.
15. **Safety:** Helmets are mandatory for JIC and students when engaged together. Sidesaddles that do not have a leaping head cannot be used for either sitting on an equine or for riding. These are for display only, as they are not safe. Proper closed-toe foot wear is mandatory for JIC and student. JICs are encouraged to teach students the importance of safety aprons, safety stirrups, vests, and the like, and to encourage sidesaddle riders who construct costumes that they must use Velcro for break-away in case of unexpected dismounts. The danger of large hats that are not built around a safety helmet must be discussed.
16. **Unacceptable Behavior and Sanction:** If the JIC has not favorably reflected ASA and has behaved in an adverse way, as outlined above, the JIC can be suspended and can no longer act as an ASA approved JIC. The time for this suspension will be set by the President after discussion with and majority vote by the Officers. Removal of JIC status and ASA membership are also possible consequences.