

# Application to host a **COURSE DESIGNERS CLINIC**

## Introduction

Jumping NSW (JNSW) is committed to promoting and assisting in the education and re-accreditation of Course Design Officials within NSW. This application form is for Equestrian NSW affiliated show jumping clubs to apply for funding support to host a Course Designers clinic.

## How the application process will work

- Applications are open to any Equestrian NSW (ENSW) affiliated show jumping club who would like to host a course designers clinic
- To be eligible for funding, participants must be a member of an ENSW affiliated club, or a member of both ENSW and JNSW, or Pony Club NSW
- Participants attending for an upgrade or re-accreditation (refresher) must have a current ENSW and JNSW 'Officials' membership
- Please complete the clinic information below at least one month prior to the scheduled date of the clinic
- JNSW will assist the host club in the promotion of the clinic to JNSW members
- JNSW will pay for the presenter's fees and travel
- The host club must pay for the presenter's accommodation and meals
- A minimum of six (6) ENSW or club members must attend, there is no limit to the number of attendees

## How to apply for funding

Complete the information below and email to Katrina Dukats, JNSW Secretary [katrinadukats@bigpond.com](mailto:katrinadukats@bigpond.com) at least one month prior to the date of the clinic.

## Project delivery

JNSW will provide a presenter, unless you have a preferred presenter from the Equestrian Australia's list of Course Design presenters. If so, this must be discussed with JNSW.

The following items are to be provided:

- Conference room/classroom with tables and chairs
- Power
- Overhead projector screen
- Whiteboard
- Pens, rulers, paper
- Catering (morning/afternoon tea, lunch)
- Heating/Cooling for venue
- Jumps, if required by the presenter
- Assessment if attendees are eligible – this must be discussed with the presenter.

## Post clinic requirements

- A Participant List (see following pages) must be completed and returned by email to the JNSW Secretary within seven (7) days of the clinic.
- Payment to the presenter from JNSW will be made upon completion of clinic and receipt of above documentation.

## Course Designers Clinic Information

<b>Name of Host Club</b>	
<b>Contact Person</b>	
<b>Email</b>	
<b>Phone</b>	
<b>Date of Clinic</b>	
<b>Venue Name</b>	
<b>Address</b>	
<b>Clinic Presenter</b>	

# COURSE DESIGNERS CLINIC PARTICIPANT LIST



**JUMPING**  
NEW SOUTH WALES

**Club** \_\_\_\_\_ **Contact** \_\_\_\_\_ **Clinic Dates** \_\_\_\_\_

**Phone** \_\_\_\_\_ **Venue** \_\_\_\_\_ **Presenter** \_\_\_\_\_

Name (please print clearly)		Contact details		Membership/s (tick all applicable)		EA details (if applicable)		Reason for attending Clinic		Signed		OFFICIAL USE Host/Presenter to complete	
E:		E:		<input type="checkbox"/> Jumping NSW	EA No:	EA No:		<input type="checkbox"/> Interest only	<input type="checkbox"/> Day One	<input type="checkbox"/> Day Two	Exam Level _____	Pass	
				<input type="checkbox"/> Equestrian NSW									<input type="checkbox"/> Beginner
P:		P:		<input type="checkbox"/> EA affiliated club	Current Level:	Current Level:		<input type="checkbox"/> Refresher	<input type="checkbox"/> Day One	<input type="checkbox"/> Day Two	Exam Level _____	Pass	
				<input type="checkbox"/> Pony Club				<input type="checkbox"/> Upgrade					
E:		E:		<input type="checkbox"/> Jumping NSW	EA No:	EA No:		<input type="checkbox"/> Interest only	<input type="checkbox"/> Day One	<input type="checkbox"/> Day Two	Exam Level _____	Pass	
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				<input type="checkbox"/> Pony Club				<input type="checkbox"/> Upgrade					
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