



NWHA Certified Trainer

Standard Operating Procedure

To advance integrity in training and compliance with NWHA's mission, vision, values and rules, the Trainers Committee of the National Walking Horse Association sets forth the procedure for recognition as an "NWHA Certified Trainer."

- I. Eligibility Requirements for Recognition as an NWHA Certified Trainer
 - A. Possess a current NWHA membership (Individual, Family or Life) and have been a member in good standing for at least one (1) year*.
 - B. Be at least 25 years of age.
 - C. HPA violation free for five (5) years prior to application submittal. Documented NWHA rule violations would be subject to review by the Trainers Committee.
 - D. Affirm on application that soring practices are not a part of training techniques.

*If an applicant does not meet the one-year membership requirement, he/she may be provisionally approved for as a NWHA Certified Trainer, but will not be publicized as a Certified Trainer until the start of the next calendar year and upon meeting all other requirements of item "I" above.

- II. Application Criteria
 - A. Submit NWHA Certified Trainer Application form to NWHA postmarked no later than September 1 prior to the calendar year for which application is being made (i.e. apply by September 1, 2013 for 2014 review/certification)
 - B. Submit three references on NWHA Reference Form
 1. Two walking horse industry references such as trainers, judges, DQP's, or owners.
 2. One reference, attesting to character.
 - C. \$25.00 Certified Trainer fee *must* accompany the application.

- III. Approval Process
 - A. Approval shall be conferred by the NWHA Board of Directors upon recommendation of the Trainers Committee. The Committee will review an application within 30 days of receiving application from the NWHA office once all required fees are current (membership and certified trainer fee). The Committee's finding and recommendation shall be submitted to Board of Directors within 10 days of review. The Board will review and approve/deny the application at their next scheduled meeting.
 - B. Upon approval by the Board of Directors, the trainer shall receive notification and, if approved, an updated NWHA Membership Card with certification noted.
 - C. Trainers are expected to act professionally at all times. Integrity, honesty and good moral character are the keystones of a Certified trainer.
 - D. Designation as an NWHA Certified Trainer is a privilege, not a right, bestowed by

NWHA according to procedures set forth by NWHA, to professional trainers whose equine expertise and personal character merit the honor.

IV. Revocation of Certified Trainer Designation

- A. A trainer may be removed from the NWHA Certified Trainer designation if violations of NWHA Rules or HPA Rules or exhibits conduct unbecoming an NWHA Certified Trainer. Documented violation of a NWHA Rule and repeat offenses are subject to review/consideration by the Trainers Committee.
- B. The Trainers Committee shall review cases of revocation and shall make recommendations to the Board of Directors for final determination.

V. Certification Annual Renewal

- A. Annual renewal shall be January 1 at which time the Trainer shall submit to NWHA any changes in information, a statement of compliance with NWHA mission, values and rules and the annual renewal fee. In addition to membership renewal as required.