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**MEMORANDUM**

**TO:** Advisors of State FFA Horse Judging Teams

**FROM:** Jason Davis

**RE:** State FFA Horse Evaluation Career Development Event

**DATE:** December 12, 2016

The 2017 State FFA Horse Judging event will be held Saturday, April 22nd, 2017 at St. Andrews University in Laurinburg, NC. The event will be held in the equestrian facility-riding arena at St. Andrews. The contest will be held in conjunction with the State 4-H Horse Judging contest. This is your pre-registration notification. Please review these materials carefully and respond appropriately to ensure your students’ eligibility for this CDE.

It is critical that I receive your registration information in a timely manner. The number of participants significantly impacts planning.

**Please register on or before Friday, April 14th, 2017.** Note the following:

Registration for this year’s event will be online.

1. To register, please follow these instructions:
2. Go to [www.JudgingCard.com](http://www.JudgingCard.com)
3. Click “Sign In” and enter your user name (the username is “NC” followed by your four digit chapter number: “NC0001” for example) and password (The password has been preset to the same thing, with a capital “NC”)
4. Click “Update My Info” to add teachers and email addresses to the account.
5. Click “Event Registration & Information,” move the calendar to April and click on the April 22nd event.
6. Register for the event. You may then register your middle grades, junior and senior division teams as well as select the number of additional meals that you need.
7. **At 5pm on April 14th the site will close and no more registrations will be taken**.

This year we will use a two-sided scan form for the event. The state office will provide your students with forms the day of the event. Our website, ncffa.org, also has sample scorecards for the event so you may download these forms and train your team. It is imperative that your students pay particular attention to the event announcer so they will use the correct part of the scorecard. We will continue to use the oral reason scorecards.

* Please provide all information requested including your email address.
* Provide names of contestants on your team.
* **Alternates are not allowed for this event**.
* **Substitutions are allowed**. If possible, please give at least 24 hours advance notice in order to conserve time at pre-registration.
* Please make sure teams are registered in the appropriate division. (Middle Grades (Intermediate on JudgingCard), Junior, and Senior divisions-see the chapter guide to activities for participation guidelines.)
* **The** **registration** **fee is $20.00 per contestant. Additional tickets may be purchased for advisors and guests. Lunch will be provided on site and is included in the fee for students. Do not send money for the registration. Chapters will be invoiced after the event**. Advisors will be given meal tickets for all registrants at check in.

The following information will assist you in registering your students for this CDE:

1. An FFA chapter may have a maximum of one Senior team and one Junior team OR one Junior team and one Middle Grades team. Chapters who do not have three students required for a team may bring one or two individuals to compete as individuals in either the Senior or Junior or Middle Grades division. If three Middle Grades teams compete, a division for Middle Grades will be conducted using the Junior division rules.
2. **Dual Participation Ruling Change for those participating in both 4-H and FFA! Dual participation will only be allowed in the Senior division.** The change is necessitated by the fact that the Junior division for 4-H and FFA constitute a different age group and 4-H requires four (4) sets of oral reasons to our two (2) sets in FFA.
3. **You must identify your members who are participating both as FFA and 4-H by emailing me at** **jason\_davis@ncsu.edu** **before 5pm on April 14th. Failure to do so before the registration deadline will forfeit a contestant’s opportunity to participate in both categories.**
4. **Attention Advisors! Students that plan to participate in both 4-H and FFA MUST pre-register with the 4-H through their 4-H Horse Coach and Extension Horse Husbandry. In addition, students should make sure that their 4-H Coach has checked that they entered in FFA on their form in order to ensure eligibility. Registration with FFA does not constitute registration with 4-H.**
5. Please make certain teams are registered in the appropriate division.
6. **The deadline for registration is Friday, April 14th, 2017. We are sorry but we cannot accept late registrations.**
7. The Horse Judging CDE will consist of six to 11 classes with a minimum of three halter classes and three performance classes. The remaining classes will be determined by availability of horses. However, this may change due to the quality of the classes and the availability of the horses. Every effort will be made to secure quality horses so that there can be an equal distribution of halter and performance classes. This is a multiple breed event. Although the classes have not been confirmed, every attempt will be made to offer as much variety as possible. Classes will be selected from any of the light horse and heavy horse breeds.
8. Video classes may be required in the unlikely event that the availability of live horses becomes an issue. The following breeds will not be utilized: Half Arabians, National Show Horses, Three or Five Gaited Saddle Horses or the Working Hunter Over Fences.
9. **There will be two sets of oral reasons required for the Senior division of this event. The Middle Grades and Junior divisions will give two sets of oral reasons (one performance and one halter).** *Contestants who are competing in both 4-H and FFA will give their reasons to the 4H judges.* **There will be no written test.**
10. FFA members with specific medical needs or dietary requirements that will affect their presentation and participation during the contest **must submit a written request from their parents prior to April 14th.**
11. Do not send money to the event or by mail before the event. Your chapter will be invoiced for the **$20.00 per** **contestant** registration fee *after* the event,which includes a catered meal. Due to time constraints, contestants will need to eat the catered meal or bring a bag lunch. There will not be enough time for contestants to go off site for food. Chapters should indicate how many additional meals they will need on www.judgingcard.com for parents, advisors, bus drivers, etc. ***Remember as you complete the registration -- the lunch fee is non-refundable as we have to guarantee the number of meals in advance of the event***.

I am also including contact information for area hotels. Please make your reservation ASAP. You will need to mention you are with the State FFA Horse Judging CDE and want the State Employee/Government rate.

Below is a list of hotels in the Laurinburg area along with their phone numbers and standard room rates. Available rooms are not guaranteed so please make every effort to make your reservations early.

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| **Hotel** | **Rate** |
| **Comfort Inn**1699 US Highway 401 BypassLaurinburg, NC 28352 **910-277-7788** | $97.00 + tax (2 queen beds)**\*This hotel offers a state government rate.** |
| **Holiday Inn Express**400 Plaza RoadLaurinburg, NC 28352**910-291-3300** | $109.00 + tax (2 queen beds)**\*This hotel offers a state government rate.** |
| **Jameson Inn**14 Jameson Inn CourtLaurinburg, NC 28352**910-277-0080** | $79.99 + tax (2 queen beds)**\*This hotel offers a state government rate.** |
| **Hampton Inn**115 Hampton CircleLaurinburg, NC 28352**910-277-1516** | $110.00 + tax (2 queen beds) **\*This hotel offer a state government rate.** |

**\* if you can provide state employee id be sure and ask for the state government rate for substantial savings.**

**Coaches’ Meeting**

A coaches’ meeting is typically held the evening before the event. The location and time of this meeting will be provided later. Coaches will have time to make adjustments in pre-registrations, be given direction as to their responsibilities for the event, and receive pertinent information on the schedule and location of all phases of the event. The full complement of classes will be divulged at this time. Coaches should make every effort to attend this meeting regardless of their background and experience. **Registration material will be available at this meeting.**

The following website has some information you need to reference as you prepare your teams:

<http://www.cals.ncsu.edu/an_sci/extension/horse/Webpages/NCSU_EHH_Home.html>

*Teaching Youth an Equine Conformation Judging System* is a PowerPoint presentation created by Dr. Bob Mowrey. On the same website is the *NC State 4-H Horse Program Horse Judging Manual.* **A sample set of oral reasons may be found in the manual. Please observe that basic format as you teach your students to give oral reasons.**

Also, please review the Horse Judging rules in the State Guide to FFA Activities as you prepare for this Career Development Event. In addition, rules pertaining to visiting the site prior to the event have been lifted for this event.

I look forward to seeing you on April 21 and 22!

JD