



FEIF Education Rules & Regulations

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E1. FEIF Rules for Instructor and Trainer qualifications

With the aim of intensifying the international exchange in development and education, and to secure equal standards in education, the **FEIF Instructor and Trainer Matrix** (appendix 1) has been developed by the FEIF-Education Committee and was approved by the FEIF Board.

In February 2006 agreement has been reached amongst most FEIF countries, and each national organisation will:

- classify their instructor licences to the - competence based - levels 1-4 according to the definitions of the FEIF Instructor and Trainer Matrix;
- mutually acknowledge each other's instructor licences;
- enter their instructor registers (levels 1-4) into a database which will be published on the FEIF website;
- mutually acknowledge attendance at each other's instructor seminars as valid activities for the renewal of the instructor licence (if applicable);
- aim to organise national or international instructor exams according to the required competence level 1-3. Permission to run an international examination is granted by the FEIF Education Committee. For the instructor examinations, an assessor of FEIF (nominated by the Board) should normally be invited;

Note: FEIF does NOT intend to standardise the various education systems of the countries, but to seek international acknowledgement of comparable qualifications.

The FEIF instructor and trainer matrix provides information on the minimum common standard for instructors and trainers at 4 different levels. The 'matrix agreement' ensures mutual recognition of comparable standards of 4 different instructor and trainer levels by each FEIF member association, which has signed the matrix.

Each year national education departments of each member association provide FEIF with a list of instructors and trainers who are qualified, and (if applicable) who currently hold a teaching licence. This list is published on the FEIF website. In practice this means the following:

- Being listed on the FEIF instructor and trainer list guarantees the recognition by all FEIF member associations, which signed the matrix agreement, that the instructor and/or trainer has undergone a mutually acknowledged training in any of the member countries.
- If a person wants to move from one FEIF country to another, national associations should be in a position to advise instructors and trainers listed on the FEIF instructor and trainer list from another FEIF country, on (a) how the national system works in the new country, and (b) on what steps need to be taken to gain a full recognition (and a national licence) in the new country.
- An incoming FEIF instructor and trainer will not automatically get a national licence (if a licence system exists).
- An incoming instructor will not automatically be allowed a place on a training course for the next level.

FEIF recommends that education departments prepare and publish clear guidelines of how an incoming instructor and trainer (at all levels) will gain a national licence, or full freedom to teach and train in the new country. Ideally, national associations would consider devising a clear APL (approved prior learning) system, to ensure smooth mobility for instructors and trainers across FEIF member countries.



E1.1 The Matrix

The FEIF Instructor and Trainer Matrix defines the minimum competences for riding instructor qualifications. Each FEIF member country has its own system for examining and licensing.

Each level of the FEIF Matrix is defined by a set of minimum competences that an instructor and trainer is expected to demonstrate. The higher levels of competences are described in terms of the immediate lower level plus the extra competences required for that level.

Each member association is responsible for determining its own education system and regulations. This includes the prerequisites, training, examining arrangements, and the methods adopted for demonstrating the required competences of instructors.

E1.2 Explanation of Competences

Each level of the FEIF Matrix is defined by a set of competences that an instructor is expected to demonstrate. The higher levels of competences are described in terms of the immediate lower level plus the extra competences required for that level.

Each National Association is responsible for determining their own education system. This includes training, examining arrangements, and the methods adopted for demonstrating the required competences of instructors.

Chapter 2 lists the national qualifications that are part of the agreed FEIF Instructor and Trainer Matrix.

E1.3 Lists of Riding Instructors and Horse Trainers

FEIF maintains a list of riding instructors and horse trainers on the FEIF website (www.feif.org).

The FEIF Instructor and Trainer Matrix has four levels of riding instructor and trainer qualifications. According to the FEIF Instructor and Trainer Matrix, all riding instructors above Level 1 also have proven competences as horse trainers.

In addition, FEIF also maintains lists of individuals who have qualifications in training young horses, but do not hold a riding instructor licence.

Procedure to enter and update trainer lists on the FEIF website

- The FEIF member associations are responsible to prepare the lists including the correct level for each trainer based on the FEIF trainer matrix.
- The lists are updated by the FEIF Office twice a year – deadlines to send the lists are January 30 and July 30 every year.
- In addition, Young Horse trainers and Advance Horse trainers can be reported by the FEIF member associations that offer this as additional training course.
- Changes can only be reported by the FEIF member associations, not by the trainers or instructors. The member association that issues the trainer licence is the responsible contact for the trainers in case of questions.



- The FEIF member associations are responsible to decide which contact information should be registered and published on the trainer lists on the FEIF website.
- If complete trainer lists are sent to FEIF, all changes and adapted information shall be clearly marked.

E1.4 FEIF mandatory trainer/instructor CPD (Continuous professional development)

(decision of the Delegates' Assembly 2018)

All Trainers/Instructors listed on the FEIF Trainer Matrix need to fulfil a regular, mandatory CPD system from 2018 on.

Reasons:

- to keep the standard of quality
- to remain updated
- to follow the main aims of horse training, instructions, teaching, horse welfare of FEIF
- to follow the same rules
- to ensure a comparable level

Requirements for accepted CPD (Continuous professional-development) seminars:

- Official seminar announced, organized and/or accepted as official CPD seminar by the national FEIF member association or FEIF Director of Education.
- Minimum requirements: one 2-day seminar during the licence period (within 3 years) or a minimum of 16 seminar units á 45 minutes within 3 years to keep the trainer licence.
- Required for all levels 1-4 on FEIF trainer Matrix.
- National FEIF member associations are responsible for their trainers and their lists, expired licences have to be taken out of the trainers lists which are sent to the FEIF office for publication.

Consequences:

- From 2021 FEIF cannot list trainers without regular CPD and updated licence on the FEIF trainer list according the FEIF Matrix.

Renewal of licence:

- To be listed on the FEIF Trainer Matrix again, it is recommended as a minimum demand to participate in one official CPD in the year following the loss of the national licence, according requirements above.

E1.5 Changes and additions

Changes and additions to the matrix are subject to agreements at the annual meetings of the education leaders.

E1.6 Events

Events, including FEIF-run education seminars, are subject of the Code of Conduct of the Fédération Equestre Internationale (FEI).

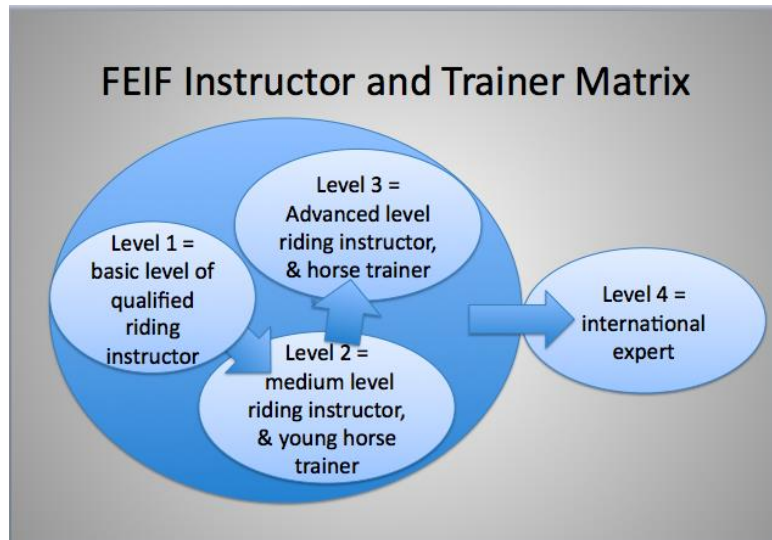


E1.7 Issues and complaints

Issues or complaints arising from the teaching context, and requiring arbitration, are a matter for the national associations.

E2. The levels of the FEIF Instructor & Trainer Matrix

The figure below shows the four levels of the FEIF Instructor and Trainer Matrix.



Level 1 Instructors are able to teach beginners and pleasure riders in basic riding skills and gaited riding with a strong emphasis on horsemanship in keeping, handling and riding the horse.

Level 2 Instructors are able to teach leisure riders as well as competition riding up to intermediate level. This qualification may – but does not always – include proven competences in the training of young horses.

Level 3 Instructors are able to teach at all levels, in different types of sport and breeding events. This qualification includes proven competencies in the training of young horses at an advanced level.

Level 4 instructors are international experts able to teach and train other instructors and trainers, horses and riders at all levels. (See appendix 3)

The following sections define the minimum requirements of competence for each level of instructor.



E2.1 Instructor & Trainer Matrix

	Level 1 - Instructors are able to teach riders in basic riding skills and gait riding with strong emphasis on horsemanship in keeping, handling, riding the horse.	Level 2 - Instructors are able to teach riders to intermediate level	Level 3 - Instructors are able to teach riders at all levels in different types of sport and shows.
Pre-requisites	<i>None. Some countries offer a series of riding badges or other pre-instructor qualifications</i>	<i>Level 1 instructor</i>	<i>Level 2 instructor plus young horse trainer</i>
Ethical behaviour: at all times, riding instructors and trainers must aim for and uphold the highest standards of honesty in all dealings with clients, colleagues and the general public. It is equally important that riding instructors and trainer demonstrate fairness and insist on high welfare standards in all dealings with horses.			
Knowledge and understanding – teaching, training, general matters			
Riding principles	<i>General understanding of:</i>	<i>Sound understanding of:</i>	<i>Advanced understanding of:</i>
	Seats: such as 3-point seat, light seat, jumping seat	Seats: such as 3-point seat, light seat, jumping seat: in young horse training	Seats: such as 3-point seat, light seat, jumping seat in young horse training
		higher complexity in advanced lessons	higher complexity in advanced lessons
	Aids: seat, reins, legs, voice and whip	Aids: seat, reins, legs, voice and whip: in young horse training	Aids: seat, reins, legs, voice and whip in young horse training
		higher complexity in advanced lessons	higher complexity in advanced lessons
	All gaits of the Icelandic horse	All gaits of the Icelandic horse training of 4-gaited horses	All gaits of the Icelandic horse training of all 5 gaits
		basic pace training	pace training
	Tack: proper fitting and use of: saddles, bits, bridles, safety and other equipment	Tack: proper fit and use of saddles and equipment, bits + details about function, bridle, safety equipment, training aids	Tack: proper fit and use of saddles and equipment, bits + more details about function, bridle, safety equipment, training aids + function and use in detail:
	Basic dressage exercises	(Basic) dressage exercises and how to use them for improvement of gaits	Advanced dressage exercises and the use for improving gaits & application of suppling/ collecting work
	Riding in different environments: legal aspects	Riding in different environments: legal aspects,	Riding in different environments: legal aspects,
	riding etiquette and adherence to appropriate codes (traffic, countryside, etc.)	riding etiquette and adherence to appropriate codes (traffic, countryside, etc.)	riding etiquette and adherence to appropriate codes (traffic, countryside, etc.)
		competitions	competitions
	understanding different requirements for horses for different purposes	understanding different requirements of horses for different purposes	understanding different requirements for horses for different purposes + training
		“read” the horse and train accordingly	“read” the horse and train accordingly
		knowledge of conformation (judgement and function)	knowledge of conformation (judgement and function) + breeding judgement



Around the horse	<i>General knowledge of:</i>	<i>Sound knowledge of:</i>	<i>Advanced knowledge of:</i>
	individual horse care	individual horse care	individual horse care good practice in keeping horses,
	shoeing	shoeing	shoeing & balance problems in shoeing
	feeding	feeding	specialist knowledge in feeding of horses in training, competition, breeding
	health care	health care	general health care
	common diseases	common diseases	common diseases
	animal welfare	animal welfare	animal welfare breeding grassland management
		<i>knowledge of the principles in feeding of horses in training, competition, and breeding</i>	<i>specialist knowledge in feeding of:</i>
Teaching Skills	<i>Pedagogy and didactics at a general level</i>	<i>Pedagogy and didactics at an intermediate level</i>	<i>Pedagogy and didactics at an advanced level, appropriate for rider and horse</i>
	use appropriate teaching content	use appropriate teaching content	use appropriate teaching content
	apply appropriate didactics	apply appropriate didactics	apply appropriate didactics
	safety	safety	safety
	be able to use different approaches according to students' needs	be able to use different approaches according to students' needs	be able to use different approaches according to student's needs
Training	<i>Training skills</i>	<i>Training skills</i>	<i>Training skills</i>
	horse training and understanding of bio-mechanics	new methods for advanced riders	new methods for advanced riders
		focussed training	focussed training
		mental preparation	mental preparation
		horse training and biomechanics	Training and biomechanics
		young horses	young horses
		competition horses	competition horses
General	<i>General knowledge of:</i>	<i>Sound knowledge of:</i>	<i>Advanced knowledge of:</i>
	History of riding & horsemanship:	History of riding & horsemanship:	History of riding & horsemanship:
	origin, breeding (Icelandic horses), riding	origin, breeding (Icelandic horses), riding	origin, breeding (Icelandic horses), riding
	horse behaviour (consequences for practical handling and riding):	horse behaviour (consequences for practical handling and riding):	horse behaviour (consequences for practical handling and riding):
		'read' the horse (different character types of horses)	"read" the horse (different characters of horses)
	knowledge of Icelandic horse organisations	knowledge of Icelandic horse organisations	knowledge of Icelandic horse organisations
		rules and regulations for competition and breeding shows	rules and regulations for competition and breeding shows
			possibility to specialize in a certain area, e.g. judges' education, etc.
	Preventing accidents in keeping and riding a horse	Preventing accidents in keeping and riding a horse	Preventing accidents in keeping and riding a horse
	first aid for horse and rider	first aid for horse and rider	first aid for horse and rider
	business management: awareness of customer-oriented business	business management: good understanding of customer-oriented business	business management: thorough understanding of customer-oriented business



Horse Skills			
Riding Skills	<i>Good practical riding skills</i>	<i>Extended practical riding skills at intermediate competition level</i>	<i>Extended practical riding skills on the highest competition level</i>
	Basic gaits + tölt Basic and correct dressage movements aids seats, such as: 3-point seat, light seat, jumping seat exercises to make the horse supple Achieve progress over time in a training schedule	Basic gaits + tölt + pace different training phases problems solutions to improve the horse Intermediate dressage riding aids seats, such as 3-point seat, light seat, posting exercises to make the horse supple collecting exercises Achieve progress over time in a training schedule	Basic gaits + tölt + pace different training phases problems solutions (improve the horse) Comprehensive dressage riding aids seats such as 3-point seat, light seat, posting exercises to make the horse supple good knowledge of appropriate collecting work Achieve progress over time in a training schedule
Ground work	<i>Basic skills in groundwork, e.g.:</i>	<i>Intermediate skills in groundwork, e.g.:</i>	<i>Advanced skills in groundwork, e.g.:</i>
	leading a horse from different positions riding with a hand horse (in walk, trot and canter) basics in lunging	leading a horse from different positions riding with a hand horse (in walk, trot and canter) basics in lunging double lunge	leading a horse from different positions riding with a hand horse for training purposes complex lunging exercises double lunge

E2.2 Level 4 instructor description

The award of level 4 Instructor is up to each member association.

Several, but not necessarily all, of the following descriptors will apply to any person who becomes a level 4 Instructor

Competences for a Level 4 Instructor – international expert:

- Candidate has to have worked many years training horses on a professional level, and already hold a level 3 instructor qualification (necessary!).
- Several years of teaching experience, which includes students at the highest levels of riding.
- Candidates should have experience as examiner of level 2 and 3 instructors, and / or contribute to the development of education system, including CPD (continuous professional development) events.
- Level 4 instructors need to be engaged in active learning and personal development on a regular basis.
- Candidates have to share something original and innovative about horsemanship in form of teaching, lectures and/or publications e.g. in acknowledged magazines or books, or video materials.
- Candidates have gained a good international reputation for professional work and be able to inspire others.
- Candidates need to be seen to actively support and contribute to the Icelandic horse world, the promotion of good riding, and the welfare of the horse.



- Level 4 instructors need to show awareness of their responsibility as a trainer of future teachers, and have sound knowledge of didactic and pedagogical principles, and an awareness of current developments.
- Candidates need to be respected as good colleagues and role models!

E2.3 The young-horse trainer

The young-horse trainer is able to start an Icelandic horse and provide it with a solid foundation for general riding or more specialised training (normally within 3 months / 10 weeks)	
Prerequisites	<i>Normally, the young- horse trainer has several years of experience with and around the horse, plus a recognized qualification, such as Level 1 riding instructor, or similar.</i>
Age of trainer	Normally, the young-horse trainer is at least 18 years old.
Number of horses	Normally, 4 horses of the age between 4- 6, and which have not undergone any ridden training, should be shown for the test, but the number of horses depends on the rules of the national association.
Age of eligible horses	Refer to national regulations.
Good practice	The physical and mental state, and the potential separation of the gaits of all horses to be trained, is carefully recorded by officials at the beginning of the training period.
Professionalism and Ethics	
	Young-horse trainers are required abide by the FEIF code of conduct Honesty in all dealings with customers Maintain fairness and welfare of the horse in all aspects (keep the horse, training and rest) Good communication skills and dealings with customers
Knowledge and understanding	
Around the horse	<i>the young-horse trainer is able to:</i>
Reading the horse	assess conformation and draw conclusions about potential and limitations of riding ability and, gait distribution assess healthy horse, and fitness for training assess the maturity and learning ability of the horse assess training needs and outcomes apply the principles of horse psychology to the training needs of the horse.
Training principles	<i>the young-horse trainer has good knowledge of:</i> biomechanics of the horse groundwork and working loose lungeing and double lungeing driving from the ground hand horse riding
Riding principles	<i>the young-horse trainer has good knowledge of:</i> principles of training understanding and training of the gaits training schedules for individual units, e.g. leg yielding, half halts or <i>rein back</i> . making the most of different environments (e.g. indoors, outdoors, traffic, etc) effect of the different seats
General	<i>the young-horse trainer has good knowledge of:</i> use and function of equipment and tack use and function of shoeing keeping horses and natural requirements of the horse principles of feeding health and welfare issues legal issues



E2.4 The horse trainer

The horse trainer is able to train and prepare a horse for any level of competition or breeding class within the limitations of the natural ability of the horse.	
<i>Based on the competences of the young-horse trainer and other professional qualifications, the horse trainer has extensive knowledge and understanding of:</i>	
	how to keep horses how to train horses how to present horses at competitions and shows / for assessment (sport and breeding) sound knowledge concerning organisation and rules of sport and breeding classes give a oral or written assessment of the natural ability, training level and training needs of a horse after a short ride

E2.5 National Qualifications

The table below shows the qualifications from each FEIF country and how they have been included into the Instructor qualification database. The database is available through the FEIF website at www.feif.org

Country	Level 1	Level 2	Level 3	Level 4
Austria	Reitwart	Reitinstruktor	Reitlehrer	Ausbilder
Belgium	no system	no system	no system	
Canada	no system	no system	no system	
Denmark	B-instruktør	instruktør	islandshesteridelærer	no system
Faroe Islands	not signed	not signed	not signed	
Finland	hevosharrasteohjaaja leisure riding instructor	ratsastuksenohjaaja / riding instructor	ratsastuksenopettaja / riding teacher	
France	no system	no system	no system	
Germany	Trainer C	Trainer B	Trainer A	Ausbilder
Great Britain	no system	no system	no system	
Iceland	hestafræðingur og leiðbeinandi / equine studies and basic riding instructor (= 1st year in Holar)	tamningamaður / young horse trainer (= 2nd year in Holar)	reiðkennari C og þjálfari / riding instructor C & B and trainer (= 3rd year in Holar)	tamningameistari og reiðkennari A
Italy	not signed	not signed	not signed	
Luxembourg	not signed	not signed	not signed	
Netherlands	Ti-C	Ti-B	Ti-A	
New Zealand	not signed	not signed	not signed	
Norway	instruktør B	instruktør A	ridelærer	
Slovenia	no system	no system	no system	
Sweden	B-instruktörer	ridinstruktörer	ridlärare	utbildare
Switzerland	Trainer C	Trainer B	Trainer A	Ausbilder
United States of America	trainer C	no system	no system	



E2.6 The original matrix agreement signed in 2006

FEIF-Trainer/Instructor matrix

Training and Instruction are essential preconditions for the positive development of Icelandic horse riding. To intensify the international exchange in development and education and to secure equal standards in education, the FEIF- Trainer/Instructor matrix, which is attached to this agreement, was developed by the FEIF- Education Committee and approved by the FEIF Board.

The signing member organisations agree with the abovementioned aims and this matrix in general and the following items in particular:

1. Each FEIF member organisation that signs the trainer/instructor agreement has the possibility to classify their trainer/instructor licences to the - competence based - levels 1-4 according to the definitions of the FEIF trainer/instructor competence matrix.
2. Attached to this agreement is the acknowledgement of trainer/instructor licences of the signing member organisations according to their level (see point 1).
3. After conversion of the trainer/instructor lists from the member countries the trainer/instructor register on the FEIF website will publish the data of all licenced trainers/instructors to the levels 1-4.
4. Trainer seminars of FEIF and its member organisations (who signed the agreement), which are announced to renew the licence, are acknowledged mutually.
5. It is a determined aim, to organise international trainer/instructor exams according to the required competence level 1-3. Permission to run an international examination is granted by the FEIF EC. For the trainer/instructor examination, an assessor of FEIF (nominated by the Board) has to be invited in addition to the examiners according to the regulations.

Glasgow, 2006

