

**Taken directly from the ASFA Running Rules Field Procedures for Lure Field Trials (rev 01/2017).**

**Chapter XI**  
**LICENSING OF JUDGES**

**Section 1.** For the provisions of this chapter only, the following terms shall be defined as follows:

*Applicant:* a person seeking change from previous status.

*Apprentice:* a person seeking a provisional license to judge; has no status as a judge at trials at this time.

*Chair:* the ASFA chair of the subcommittee on Judges Licensing.

*Judge (also, regular licensed, licensed judge):* a person who is fully licensed for a breed with no restrictions. At any time the word provisional or apprentice does not precede the word judge, it shall mean an individual who is licensed without restriction for that breed.

*Provisional (also, provisionally licensed, provisional judge):* a person who may judge sanctioned lure field trials, with restrictions, as noted in this chapter.

*Publication:* an applicant's name shall be published on the ASFA website or any other method of publication as approved by the Board of Directors.

*Trial:* an ASFA sanctioned lure field trial at which ASFA points are awarded to appropriate hounds (i.e., not a fun trial).

**Section 2. General Requirements**

- (a) All of the following requirements must be met either prior to, or within 30 days following the first apprentice judging assignment that is to be counted toward the pre-licensing requirements of Section 3, below. When these initial requirements are met, the Judges Licensing Chair will publish the applicant's name on the ASFA website or any other method of publication as approved by the Board of Directors, as may be appropriate:
1. must file appropriate application for apprentice judging.
  2. must pay applicable fees.
  3. must have a general knowledge of the coursing abilities of purebred sighthound breeds recognized by the ASFA.
  4. will receive a free current copy of the ASFA's Judges Handbook.
- (b) All of the following requirements must be met before a license is granted
1. must be 18 years of age or older.
  2. must be in good standing with the American Sighthound Field Association.
  3. Must have participated in lure field trials a minimum of three (3) consecutive years during which time the applicant has served at ten (10) or more field trials in some official capacity.

**Section 3. Pre-Licensing Requirements (apprentice status)**

- (a) Any person who seeks a provisional license to judge must, in addition to fulfilling all of the general requirements of Chapter XI, Section 2, apprentice judge a breed:
1. at a minimum of three trials, with a minimum period of 19 intervening days between the first and last trial, and
  2. under three different licensed judges.
- The applicant shall judge at least an entire breed, scoring each and every hound running in every course of that breed. All such apprentice judging must be performed within the United States. Each of five breeds must be judged this minimum number of times before an apprentice is eligible for a provisional license.
- (b) The apprentice judge's sheets shall be accumulated until the requirements have been completed, including having each licensed judge fill out and sign an apprentice judging statement as approved by the ASFA.
- (c) Prior to being granted a provisional license, the applicant must successfully complete a test provided by the ASFA, covering knowledge of the running rules. The required performance level on the test will be established by the Board.

- (d) When the above requirements have been met, the sheets, together with the completed application form, shall be sent to the Chair of Judges Licensing, to arrive within one year of the date last apprenticed. Upon receipt of this information, the chair shall verify the application, and may grant the provisional license no less than 30 days after publication of the application. The Chair of Judges Licensing shall publish a new judge's name twice on the website, and in any other method of publication as approved by the Board of Directors, as may be appropriate at the time.
- (e) The ASFA Board of Directors may approve specific other field trial sanctioning organizations, judging at whose trials (as a licensed, or the equivalent, judge under that organization's rules) may be used in substitution for the apprenticing requirements indicated above. The Board may also indicate what class of events of such another organization shall be considered trials for the purposes of this chapter. For apprentice requirements fulfilled in this manner, rather than submitting judge's sheets and apprentice judging statements as indicated in (d) above, the applicant must submit the published results of the field trials of the other organization(s), showing the number of breeds and hounds judged. The combination of records submitted, for apprenticing at ASFA trials, and judging at other organization's trials, must meet the requirement given in paragraph (a) of judging each of five breeds at a minimum of three trials apiece. Applicants who satisfy apprentice requirements in this manner must also take and pass the ASFA judge's test before provisional status can be approved.

**Section 4. Provisional Status** (seeking regular license)

- (a) During the period for which a provisional license is granted, the applicant is free to accept judging assignments. (On all premium lists, announcements, flyers, and so forth, an asterisk preceding the judge's name shall denote provisional.) The provisional license encompasses all breeds, but at no time shall a person judge more than four breeds in addition to Singles stake and Limited stake, for which he is not regularly licensed at any one trial without special dispensation as stated in Section 8 of this chapter. This provision applies both to Regional Invitationals and to standard trials.
- (b) Any person seeking a regular license for a breed must judge the performance of a minimum of five hounds in one stake for three breeds:
  - 1. at a minimum of three trials, and
  - 2. under three or more different licensed judges.

The provisional judge shall, on each occasion, present the licensed judge with a form (see sample) as approved by the ASFA, which the licensed judge completes, signs and returns to the provisional judge for mailing to the Chair. All such forms for a single breed must be dated within a three-year span of time. Provisional judges must be fully licensed for at least one breed within three years from the date of their provisional license, or revert to Apprentice status.

- (c) When the above requirements have been met, the provisional judge shall notify the chair in writing, listing each breed and assignment, accompanied by the forms signed by each licensed judge for each judging assignment.
- (d) The Board, upon recommendation of the chair, and after publication, shall determine if the applicant shall be granted a license for the breed or breeds for which the license is sought.

**Section 5. Licensing for Additional Breeds.** Any judge regularly licensed in at least three breeds may seek an additional breed by meeting the following requirements; so long as those requirements are met, Singles stake shall also count as an additional breed.

- (a) Judge provisionally the breed or Singles stake for which the license is sought at no less than three trials with three different licensed judges. (Judging five hounds per stake is a requirement for the first three breeds only and does not apply to any breeds thereafter, or to Singles stake.)
- (b) When the requirements of Section 5(a) have been met, notify the chair, in writing, that a license for one or more breeds is being sought, listing breed and assignment.
- (c) The Board, upon recommendation of the chair and after the applicant's name has been published, shall determine whether the applicant shall be granted a license to judge the breed(s) for which the license is sought.

**Section 6.** No person shall accept a fee for judging, but may accept reimbursement from the host club to defray expenses.

## **Section 7.**

- (a) Application and/or renewal fees, if any, for a license shall be set by the Board. Renewals, if any, shall be payable on or before the 1st of May of each year. This fee may, at the discretion of the Board, be changed from time-to-time; under no circumstances shall it be refundable.
- (b) If the ASFA records indicate that a person has not judged at a trial in the preceding two years, the license shall lapse and the judge shall lose all previous status. Except that, if a licensed judge shall be stationed outside of the United States by a branch of the U.S. Military, and such service makes it impossible for him or her to judge ASFA trials, the time spent out of the U.S. shall not be counted as part of the two year inactive period. Additionally, if there are extenuating circumstances such as, for example, serious illness on the part of the judge or his or her family, making it impossible for him or her to judge ASFA trials during the two year inactive period, the judge may apply during the period of inactivity to the Chair of Judges Licensing for a suspension of some or all of the two year period. The Chair of Judges Licensing may recommend to the Executive Committee of the ASFA Board of Directors that some or all of that two year time period not be counted as part of the two year inactive period. The final decision as to whether some or all of that period of time be waived shall be made by the Executive Committee of the ASFA. In either case, the Board of Directors of the ASFA shall be notified of such action promptly.
- (c) A judge whose license has lapsed for a period of 12 months or more may be reinstated upon request and payment of the application fee, if any. If the license was provisional prior to lapse, the judge must apprentice under a licensed judge at least once prior to reinstatement and all work toward a full license must be repeated. If the license was a regular license for a breed(s), the status will revert to provisional upon reinstatement and the judge will be required to repeat all requirements for a regular license including taking the judge's test.

**Section 8.** In each case where a provisional or licensed judge is to judge more than four breeds provisionally at one trial, the respective Regional Director must write a letter of approval to the Scheduling Chair in advance of, or together with, the sample premium list. There will be no exception without such written dispensation.

**Section 9.** Two provisional judges may be scheduled to judge a breed, however, the assignment shall not count toward fulfilling the licensing requirements of either judge.

**Section 10.** Provisional judges may judge Limited stake; however, the assignments shall not count toward fulfilling their licensing requirements.

**Section 11.** Upon receipt of a written request from a judge licensed for eight breeds, the Chair may grant a license for all breeds.

## **Section 12.**

- (a) In accordance with the procedures set forth herein, the Board of Directors may revoke or suspend a Judge's license for cause in which his performance or lack of performance has substantially compromised his effectiveness as a judge..
- (b) Reports of alleged misconduct by a judge should be in writing and sent to the ASFA Corresponding Secretary. Should the Board of Directors decide on their own initiative to proceed against a judge for misconduct, the basis for such alleged misconduct shall be reduced to writing. These written statements, upon receipt or creation by the Board, shall promptly be sent by registered mail to the affected judge.
- (c) The affected judge shall be afforded 30 days from receipt of any such written statement to respond in writing to the allegations and submit any other materials he believes would support the Board taking no action to revoke or suspend his license.