



Irish Pony Club

INSTRUCTORS APPLICATION FORM FOR UPGRADING ON THE IRISH PONY CLUB INSTRUCTOR'S REGISTER

Name:			
Address:			
Phone No.:		Mobile No.:	
E-mail Address:			
Panel / Grade Currently Listed:			
Panel to Which You Wish to Upgrade:			
Qualifications:			
Experience:			
First Aid Course:		Date:	
Safeguarding / Child Protection Course:		Venue:	
		Cert No.:	
		Date:	
HSI Coaching Course Level:		Date:	
IPC Branches Your Teach:			
Are you familiar with the IPC ethos, tests etc?			
Please indicate if you <i>DO NOT</i> wish to have your contact details published in either the printed Instructors Register or the Online Instructors Register. <ul style="list-style-type: none">List the contact details that you <i>DO NOT</i> wish to have published.			
Printed version of the Instructors Register:			
Online version of the Instructors Register:			

Please indicate Yes / No to the following in the box provided.

The Irish Pony Club will need to process your data in order to create the Instructors Register. Do you agree to the Irish Pony Club holding and processing both electronically and manually the personal data indicated above for the administration of the Irish Pony Club Instructors Register?			
Do you wish to receive e-mail or telephone communications from the Irish Pony Club regarding important Instructor information or details about upcoming Instructor Training Courses?			
Signature:		Date:	

It is important that the personal data we hold about you is accurate and current. Should your personal information change, please notify us of any changes of which we need to be made aware by contacting us, using the contact details below.

Return completed forms with the **€20 Instructors Register Registration Fee** to:
Irish Pony Club, Main Street, Urlingford, Via Thurles, Co. Kilkenny. Tel.: (056) 8832966. E-mail: christina@irishponyclub.ie



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CRITERIA FOR UPGRADING ON THE IRISH PONY CLUB INSTRUCTOR REGISTER

1. Observe 3 Tests in the grade to which you wish to upgrade.

Recommendations from 2 Senior Examiners (please see attached form which should be completed by the Senior Instructor / Examiner).

2. Attend IPC Training day/evening (at least one per year).

Course / Training attended:	
Venue:	
Tutor / Trainer:	
Title of course attended:	
Standard being taught:	

The above criteria apply to Instructing only.

The upgrade application will be considered at the end of year meeting by the Training Committee.

New Examiners and/or Examiners wishing to upgrade will be by recommendation or invitation only.



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UPGRADE IN INSTRUCTOR'S REGISTER

Name and Address of Applicant:	
Level at which currently Instructs:	
Level to which he /she wishes to upgrade:	
Branches where applicant has taught and the level taught:	
Name of DCs providing letter of recommendation (enclose letters):	
Name of Senior Instructors providing letter of recommendation (enclose letters):	
Test No. 1 observed: <ul style="list-style-type: none">• Test Centre Venue• Branch/Area• DC• Examiners involved• Date	
Test No. 2 observed: <ul style="list-style-type: none">• Test Centre Venue• Branch/Area• DC• Examiners involved• Date	
Test No. 3 observed: <ul style="list-style-type: none">• Test Centre Venue• Branch/Area• DC• Examiners involved• Date	



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Observations of Chief Examiner

(i.e. Has good knowledge of standard or needs to have better understanding of Test Standard)

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Signature:	(Chief Examiner)	Date:	
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