



# **AUSTRALIAN SHEPHERD CLUB OF AMERICA®**

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## **REQUIREMENTS AND PROCEDURES FOR BECOMING AN ASCA® APPROVED OTHER PERSON CONFORMATION JUDGE**

Within the ASCA® Approved Other Person Conformation Judge Program, there are four (4) levels of expertise, which are as follows:

NON-REGULAR	Allowed to judge only Non-Regular classes at ASCA® sanctioned conformation shows. May not judge at a National Specialty.
PROVISIONAL	Allowed to judge all Non-Regular and Regular classes at ASCA® sanctioned conformation shows. May not judge at a National Specialty.
APPROVED	Allowed to judge all Non-Regular and Regular classes at ASCA® sanctioned conformation shows. Allowed to judge only Non-Regular classes at a National Specialty.
SENIOR	Allowed to judge all Non-Regular and Regular classes at ASCA® sanctioned conformation shows. Allowed to judge all Non-Regular and Regular classes at a National Specialty.

Judging at an ASCA® Sanctioned Conformation show is an honor and a privilege, not a right. Judge applicants must satisfy ASCA®'s stated minimum eligibility requirements for judges, but satisfying the minimum requirements does not entitle an applicant to become or remain an ASCA® judge. In addition to satisfying other stated qualifications to serve, an applicant must consistently display the highest level of ethical conduct, impartial demeanor, professional comportment and dedication to upholding ASCA®'s codes, rules, decisions and the Statement of Purpose in ASCA®'s Bylaws. Any documented failure to perform on this level may result in denial or revocation of judging privileges by the ASCA® Board of Directors without regard to any other qualification or prior service.

At all levels of the ASCA® Other Person Conformation Judge program it is the responsibility of the applicant to maintain their records and to submit applications for increased levels of approval at the appropriate time. The requirements stated are minimum requirements only and may be exceeded by the applicant if so desired.

### **NON-REGULAR OTHER PERSON CONFORMATION JUDGE REQUIREMENTS**

Before applying for Non-Regular Other Person Conformation Judge status, the following requirements must be met:

- A. Must be at least twenty-six (26) years of age.
- B. Must have bred five (5) Champions of Record or be a breeder of three (3) and handled two (2) Champions of Record to their title. (The applicant must have placed all points and majors on each Champion.)
- C. Must have a thorough knowledge of the ASCA® Australian Shepherd Breed Standard.
- D. Must have a thorough knowledge of the ASCA® Approved Conformation Show Rules and Regulations.
- E. Must have evidence of a strong background and involvement in pure breeds, such as membership and participation in Breed clubs, and putting on Breed events such as serving as Show Secretary, Steward, Scorekeeper, Timekeeping, etc.
- F. Must have served as a steward in the conformation ring at three (3) or more Breed club events. Must have served as a Show Secretary at three (3) or more Breed club events.

- G. Must be willing to abide by the ASCA® Conformation Judges Code of Ethics.

THESE ARE MINIMUM REQUIREMENTS FOR APPLYING AND EACH APPLICANT WILL BE EVALUATED ON AN INDIVIDUAL BASIS BEFORE ACCEPTANCE INTO THE PROGRAM. APPLICANT MAY EXCEED THESE REQUIREMENTS FOR THEIR BENEFIT.

## **PROCEDURE**

Steps in applying for Non-Regular Other Person Conformation Judge:

- A. Obtain an application and Affiliate sponsorship form from the ASCA® Business Office.
- B. Both the application and the Affiliate sponsorship form must be completed and returned to the ASCA® Business Office by the sponsoring Affiliate Club.
- C. Upon receipt of the application and the Affiliate sponsorship form, the ASCA® Business Office will verify the documentation is correct and minimum requirements have been met.
- D. When the Office determines the minimum requirements have been met they will send the applicant a judges test. This test must be completed and returned to the ASCA® Business Office within two (2) months. A score of 100% is required to pass.
- E. Upon passing the judges' test, the applicant's name will be published in the Aussie Times for comments from the membership. The membership will have thirty (30) days to respond. The ASCA® Business Office will forward the application, sponsorship form, judges' test results and comments from the membership to the ASCA® Board of Directors. The ASCA® Board of Directors will approve or deny the applicant within sixty (60) days.
- F. Any properly documented negative comments will be investigated by the ASCA® Board of Directors. If this investigation indicates there is probable cause that the applicant should not be approved, the application will be denied. If denied, the applicant will be given an explanation as to the reasons for the denial and may include suggestions or tasks that will help the applicant to be successful in a second application process. If denied, the applicant will have thirty (30) days to appeal the decision. If an appeal has been submitted, the Board will respond within thirty (30) days. If an applicant has been denied approval at the non-regular level, the applicant may reapply after a waiting period of two (2) years and after having satisfied any additional tasks assigned by the ASCA® Board of Directors.
- G. If the application is approved, the applicant will receive notification in writing from the ASCA® Business Office of appointment to Non-Regular Judge and, at that time, will be an ASCA® Non-Regular Other Person Conformation Judge. The applicant may now accept non-regular level judging assignments. Upon approval, the applicant's name, address and telephone number will be published in the next issue of the Aussie Times and will be added to the ASCA® Approved Judges List as an Other Person Conformation Judge with the notation of "NR" beside their name.

## **PROVISIONAL OTHER PERSON CONFORMATION JUDGE REQUIREMENTS**

Before applying for Provisional Other Person Conformation Judge Status, the following requirements must be met:

- A. Must be an ASCA® Non-Regular Other Person Conformation Judge.
- B. Must have judged non-regular classes at three (3) or more ASCA® Sanctioned Conformation events (not handling classes) until a minimum of thirty (30) entries is accrued. At least one of these events must include an entry of ten (10) or more.

These are minimum requirements for applying and each applicant will be evaluated on an individual basis. Applicant may exceed these requirements for their benefit.

## **PROCEDURE**

Steps in applying for Provisional Other Person Conformation Judge:

- A. In letter format submit the following documentation to the ASCA® Business Office:
  - i. A minimum of three (3) non-regular judging assignments that meet the previously stated requirements.
  - ii. Documentation must include the Name of the Affiliate club sponsoring the sanctioned show, the date of the judging assignment, the name of the show secretary, the classes judged and the number of entries judged.
  - iii. Documentation may include any other additional educational steps taken or beneficial activity the applicant may have been involved in since approval as a Non-Regular Other Person Conformation Judge.
- B. Upon receipt of the application letter the ASCA® Business Office will verify the documentation is correct and minimum requirements have been met.
- C. Once the Office has determined that the applicant has met the minimum requirements, the applicant's name will be published in the next issue of the Aussie Times for comment from the membership. The membership will have thirty (30) days to respond. The ASCA® Business Office will forward the application letter and comments from the membership to the ASCA Board of Directors. The ASCA® Board of Directors will approve or deny the application within sixty (60) days.
- D. Any properly documented negative comments will be investigated by the ASCA® Board of Directors. If this investigation indicates there is probable cause that the applicant should not be approved, the application will be denied. If denied, the applicant will be given an explanation as to the reasons for the denial and may include suggestions or tasks that will help the applicant to be successful in a second application process. If denied, the applicant will have thirty (30) days to appeal the decision. If an appeal has been submitted, the Board will respond within thirty (30) days. If an applicant has been denied approval at the provisional level, the applicant may reapply after a waiting period of two (2) years and after having satisfied any additional tasks assigned by the ASCA® Board of Directors.
- E. If the application is approved, the applicant will receive notification in writing from the ASCA® Business Office of appointment to Provisional Judge and, at that time, will be an ASCA® Provisional Other Person Conformation Judge. The applicant may now accept provisional level judging assignments. Upon approval, the applicant's name, address and telephone number will be published in the next issue of the Aussie Times and will be added to the ASCA Approved Judges List as an Other Person Conformation Judge with the notation of "P" beside their name.

## **APPROVED OTHER PERSON CONFORMATION JUDGE REQUIREMENTS**

Before applying for Approved Other Person Conformation Judge Status, the following requirements must be met:

- A. Must be an ASCA® Provisional Other Person Conformation Judge.
- B. Must have completed ten (10) judging assignments with a minimum of fifteen (15) entries each at ASCA® Sanctioned Conformation shows.
- C. Judging assignments must be completed in regular classes as published in the ASCA® Conformation Show Rules and Regulations.

These are minimum requirements for applying and each applicant will be evaluated on an individual basis. Applicant may exceed these requirements for their benefit.

## **PROCEDURE**

Steps in applying for Approved Other Person Conformation Judge:

- A. In letter format submit the following documentation to the ASCA® Business Office:
  - i. A minimum of ten (10) regular class judging assignments that meet the previously stated requirements.
  - ii. Documentation must include the name of the Affiliate club sponsoring the sanctioned show, the date of the judging assignment, the name of the show secretary, the classes judged and the number of entries judged.
  - iii. Documentation may include any other additional educational steps taken or beneficial activity the applicant may have been involved in since approval as a Provisional Other Person Conformation Judge.
- B. Upon receipt of the application letter the ASCA® Business Office will verify the documentation is correct and minimum requirements have been met.
- C. Once the Office has determined that the applicant has met the minimum requirements, the applicant's name will be published in the next issue of the Aussie Times for comment from the membership. The membership will have thirty (30) days to respond. The ASCA® Business Office will forward the application letter and comments from the membership to the ASCA® Board of Directors. The ASCA® Board of Directors will approve or deny the application within sixty (60) days.
- D. Any properly documented negative comments will be investigated by the ASCA® Board of Directors. If this investigation indicates there is probable cause that the applicant should not be approved, the application will be denied. If denied, the applicant will be given an explanation as to the reasons for the denial and may include suggestions or tasks that will help the applicant to be successful in a second application process. If denied, the applicant will have thirty (30) days to appeal the decision. If an appeal has been submitted, the Board will respond within thirty (30) days. If an applicant has been denied approval at the approved level, the applicant may reapply after a waiting period of two (2) years and after having satisfied any additional tasks assigned by the ASCA® Board of Directors.
- E. If the application is approved, the applicant will receive notification in writing from the ASCA® Business Office of appointment to Approved Judge and, at that time, will be an ASCA® Approved Other Person Conformation Judge. The applicant may now accept approved level judging assignments. Upon approval, the applicant's name, address and telephone number will be published in the next issue of the Aussie Times and will be added to the ASCA® Approved Judges List as an Other Person Conformation Judge with the notation of "A" beside their name.

## **SENIOR OTHER PERSON CONFORMATION JUDGE REQUIREMENTS**

Before applying for Senior Other Person Conformation Judge status, the following requirements must be met:

- A. Must be an ASCA® Approved Other Person Conformation Judge.
- B. Must have completed ten (10) judging assignments with a minimum of fifteen (15) entries each at ASCA® Sanctioned Conformation shows as an ASCA® Approved Other Person Conformation Judge.
- C. Five (5) qualifying judging assignments must be worked outside of the state/area the applicant resides in. These five (5) qualifying assignments will come from assignments worked as an ASCA®

Provisional Other Person Conformation Judge or as an ASCA® Approved Other Person Conformation Judge only.

- D. Judging assignments must be completed in regular classes as published in the ASCA® Conformation Show Rules and Regulations.

These are minimum requirements for applying and each applicant will be evaluated on an individual basis. Applicant may exceed these requirements for their benefit.

## **PROCEDURE**

Steps in applying for Senior Other Person Conformation Judge:

- A. In letter format submit the following documentation to the ASCA® Business Office:
- i. A minimum of ten (10) regular class judging assignments that meet the previously stated requirements.
  - ii. A minimum of five (5) regular judging assignments worked outside of the state/area the applicant lives in that meet the previous stated requirement.
  - iii. Documentation must include the name of the Affiliate club sponsoring the sanctioned show, the date of the judging assignment, the name of the show secretary, the classes judged and the number of entries judged.
  - iv. Documentation may include any other additional educational steps taken or beneficial activity the applicant may have been involved in since approval as an Approved Other Person Conformation Judge.
- B. Upon receipt of the application letter the ASCA® Business Office will verify the documentation is correct and minimum requirements have been met.
- C. Once the Office has determined that the applicant has met the minimum requirements, the applicant's name will be published in the next issue of the Aussie Times for comment from the membership. The membership will have thirty (30) days to respond. The ASCA® Business Office will forward the application letter and comments from the membership to the ASCA® Board of Directors. The ASCA® Board of Directors will approve or deny the application within sixty (60) days.
- D. Any properly documented negative comments will be investigated by the ASCA® Board of Directors. If this investigation indicates there is probable cause that the applicant should not be approved, the application will be denied. If denied, the applicant will be given an explanation as to the reasons for the denial and may include suggestions or tasks that will help the applicant to be successful in a second application process. If denied, the applicant will have thirty (30) days to appeal the decision. If an appeal has been submitted, the Board will respond within thirty (30) days. If an applicant has been denied approval at the senior level, the applicant may reapply after a waiting period of two (2) years and after having satisfied any additional tasks assigned by the ASCA® Board of Directors.
- E. If the application is approved, the applicant will receive notification in writing from the ASCA® Business Office of appointment to Senior Judge and, at that time, will be an ASCA® Senior Other Person Conformation Judge. The applicant may now accept senior level judging assignments. Upon approval, the applicant's name, address and telephone number will be published in the next issue of the Aussie Times and will be added to the ASCA® Approved Judges List as an Other Person Conformation Judge with the notation of "S" beside their name.



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e-mail: activities@asca.org

## APPLICATION FOR ASCA® "OTHER PERSON" CONFORMATION JUDGE

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

HOME PHONE: \_\_\_\_\_ WORK PHONE: \_\_\_\_\_

DATE OF BIRTH: \_\_\_\_\_ EMAIL: \_\_\_\_\_

PLEASE ANSWER THE FOLLOWING QUESTIONS

(please type or print legibly)

1. What breed(s) do you currently own? \_\_\_\_\_  
\_\_\_\_\_
2. What breed(s) have you owned and/or bred in the past? \_\_\_\_\_  
\_\_\_\_\_
3. Are you actively breeding and showing dogs at the present time?  
Breeding: Yes \_\_\_\_\_ No \_\_\_\_\_ Showing: Yes \_\_\_\_\_ No \_\_\_\_\_
4. At how many shows do you exhibit on an annual basis? \_\_\_\_\_
5. Have you shown dogs to their Conformation Championship? Yes \_\_\_\_\_ No \_\_\_\_\_
6. How many dogs have you shown to their Championship? \_\_\_\_\_  
List names and breed(s), registered name, owner, breeder, and handler to Championship. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
7. List all dogs you have titled other than in conformation including obedience, tracking, and stockdog, and including other breeds. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
8. Have you acted in the capacity of Ring Steward in the Conformation Ring?  
Yes \_\_\_\_\_ No \_\_\_\_\_ If yes, how many? \_\_\_\_\_
9. Are you currently a member of ASCA®? Yes \_\_\_\_\_ No \_\_\_\_\_  
If yes, list your ASCA® membership number \_\_\_\_\_ If yes, for how long? \_\_\_\_\_
10. Have your privileges ever been suspended from any breed club? Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, please state the date and circumstances. Attach a separate sheet if necessary. \_\_\_\_\_

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11. Are you a professional handler (are you compensated in any way to handle other persons' dogs)?

Yes \_\_\_\_\_ No \_\_\_\_\_

12. Please state your qualifications and reasons for wanting to become an ASCA® Other Person Conformation Judge. (Use a separate sheet if necessary) \_\_\_\_\_

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13. List shows stewarded by city, state, club, and date. \_\_\_\_\_

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14. List shows at which you served in the capacity of show secretary. List by city, state, club, date. \_\_\_\_\_

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15. List any seminars you have attended or any educational material read or viewed pertaining to handling, structure, movement, etc. (list month, year, and type) \_\_\_\_\_

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16. List judging assignments. (List show, date, show secretary name and number of animals judged. \_\_\_\_\_

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17. List involvement in ASCA® activities. \_\_\_\_\_

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I hereby swear that the information listed is correct and complete to the best of my knowledge and that any falsification of the information contained herein will be cause for permanent dismissal from the ASCA® Approved Other Person Conformation Judge Program. I further understand that the Australian Shepherd Club of America has the right within its sole judgment and discretion to refuse to grant, to deny renewal, to suspend, and to revoke any judges privileges at any time provided there is just cause.

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

Please return this application to the address below:

**ASCA Business Office  
6091 E. State Hwy 21  
Bryan, TX 77808-9652**



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**REQUEST FOR SPONSORSHIP**

TO BECOME AN ASCA® OTHER PERSON CONFORMATION JUDGE ((Please type or print legibly)

In order to become an Other Person Conformation Judge, you must have the sponsorship of an ASCA® Affiliate club. Give this form, along with your completed APPLICATION FOR ASCA® OTHER PERSON CONFORMATION JUDGE form to an Officer of an ASCA® Affiliate Club. They, in turn, will complete this form and submit it to the ASCA® Business Office for further consideration.

Name of ASCA® Affiliate Club: \_\_\_\_\_

We the officers of the above listed ASCA® Affiliate Club would \_\_\_\_\_ \would not \_\_\_\_\_ recommend  
\_\_\_\_\_ For consideration to become an ASCA® Other Person Conformation Judge.

The reasons for our recommendation \_\_\_\_\_ \denial \_\_\_\_\_ are: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

The above named applicant is \_\_\_\_\_/is not \_\_\_\_\_ a member of our local ASCA® Affiliate Club.

Name of Officer \_\_\_\_\_ Office held \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Phone \_\_\_\_\_

Signature \_\_\_\_\_

Name of Officer \_\_\_\_\_ Office held \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Phone \_\_\_\_\_

Signature \_\_\_\_\_

Name of Officer \_\_\_\_\_ Office held \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Phone \_\_\_\_\_

Signature \_\_\_\_\_

This application must be signed by three (3) officers of the sponsoring ASCA® Affiliate Club. If the applicant is an officer of this club, and there are only three (3) officers, a board member of the sponsoring ASCA® Affiliate Club must sign this request. An applicant cannot sign this request as an officer or board member.

**Please mail this form to the following address:**

**ASCA BUSINESS OFFICE  
6091 E. State Hwy 21  
BRYAN TX 77808-9652**

ASCA® USE ONLY

Date Received by the ASCA® Business Office \_\_\_\_\_  
Date mailed to ASCA® Board of Directors \_\_\_\_\_  
Date of request to send test to applicant \_\_\_\_\_  
Date test mailed to applicant \_\_\_\_\_  
Date test returned to ASCA® Business Office \_\_\_\_\_  
Approved \_\_\_\_\_ Denied \_\_\_\_\_ Date \_\_\_\_\_  
Date Applicant \_\_\_\_\_  
Date ASCA® Business Office notified \_\_\_\_\_  
Reason for Denial \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_