

The Cat Fanciers' Association, Inc.

JUDGING PROGRAM RULES

October 2008

A single vertical line to the left of a section indicates the rule has changed. A double vertical line indicates removal of a section.

SECTION I DEFINITIONS

APPLICANT. Any person, 21 years of age or over, who has filed a CFA Judging Program Application form and application fee with the Applications Administrator of the Judging Program Committee.

TRAINEE. An applicant who has been accepted to the Judging Program by a two-thirds (2/3) favorable vote of the Executive Board and is undertaking breed/division color class evaluation work training prior to consideration for advancement to apprentice judge status.

APPRENTICE JUDGE. A judge who has completed satisfactorily all assigned breed/division color class evaluation work and who has been advanced to the status of apprentice judge by a two-thirds (2/3) favorable vote of the Executive Board.

APPROVAL PENDING JUDGE. A judge who has completed satisfactorily all requirements as an apprentice judge and who has been advanced to the status of approval pending judge by a two-thirds (2/3) favorable vote of the Executive Board.

APPROVED JUDGE. A judge who has completed satisfactorily all requirements as an approval pending judge and who has been advanced to the status of approved judge by a two-thirds (2/3) favorable vote of the Executive Board.

SINGLE SPECIALTY JUDGE. A judge who is authorized to judge either an all Longhair specialty show (or any portion thereof) or an all Shorthair specialty show (or any portion thereof), but not both.

ANY SPECIALTY JUDGE. A judge who has been authorized to judge both Longhair specialty shows and Shorthair specialty shows or any portion of either or both.

ALLBREED JUDGE. A judge who has been authorized to judge any type of show or portion thereof, including Allbreed shows.

PROBATIONARY STATUS. The period during which a person who has been accepted by the Executive Board to Trainee, Apprentice Judge or Reconsideration status may be dropped without notice or explanation by a 2/3 favorable vote of the Executive Board. A recommendation may or may not be made by the Judging Program Committee for this action.

INACTIVE STATUS. A judge who is prohibited from accepting assignments for any reason, as determined by the Board of Directors. However, all other provisions of Section VIII must be met.

LEAVE OF ABSENCE.

- A. A period of judging inactivity not exceeding one year. A leave of absence is granted to a judge by the Executive Board at the request of the judge or the Judging Program Committee.
- B. A medical leave of absence may be granted by the Executive Board when requested by the judge, the Judging Program Committee, or at the discretion of the Executive

Board.

A judge on medical leave for five (5) years will automatically be retired from the judging program.

REFRESHER COURSE. A course for prior and current CFA Judges who have been absent from the judging arena. This course is designed to enable them to refresh and enhance their breed knowledge and skills. Hands-on judging will be performed while working under the guidance of an Approved Allbreed judge. Evaluations will be completed by the supervising judge and will be returned to the Judging Program Committee. The Judging Program Committee will review these reports and make their recommendation to the Executive Board. The status of the judge satisfactorily completing the Refresher Course will be determined by a two-thirds (2/3) favorable vote of the Executive Board. The number of color classes/solo classes will depend on the evaluations submitted by the supervising judge.

RECONSIDERATION STATUS. A formerly licensed CFA Judge who has been accepted into the Judging Program by a two-thirds (2/3) favorable vote of the Executive Board and is undertaking the refresher course.

SECTION II INITIAL APPLICATION TO JUDGING PROGRAM

- A. Requirements for applying to the Judging Program - Regions 1 through 8.
 1. Applicant must be at least 21 years of age.
 2. All requirements for application to the Judging Program must be met at the time the application is dated and filed with the Judging Program Committee.
 3. An applicant may apply for single specialty or double specialty (but is not encouraged to) if the requirements of Section II-A. 7 & 8 can be met equally for both specialties. If so, initial application fee is doubled.
 4. An applicant must hold, at a minimum, a certified ring clerk license for at least three months prior to application. In addition to this, the applicant is required to complete three master clerk or assistant master clerk assignments. The Clerking Program requirement of performing six additional solo ring clerk assignments before performing as an assistant master clerk shall be complied with.
 5. An applicant must have a cattery name registered with CFA for a period of at least seven (7) years. An International Division applicant must have a cattery name registered with either FIFe, GCCF or an Independent Association for seven years (7) and registered with CFA at least four (4) of the seven years. A copy of the cattery registration must be provided.
 6. An applicant must present a letter from at least one CFA

member club which verifies a record of not less than five (5) years of active continuous participation as a club member. The letter must carry the signature of the club's president and secretary. If applicant holds one of these offices, another club officer must sign. (Relocation of an applicant will be considered by the Executive Board.) A detailed, specific resume of club activities must be provided. Experience as a show manager or show secretary is recommended.

7. An applicant must meet the following requirements for initial acceptance, first specialty, into the CFA Judging Program:

1. Seven (7) consecutive years of breeding experience. A detailed resume of breeding experience must be provided.
2. The date of birth of the applicant's first owner-bred registered litter must be provided (a copy of the actual registration bearing the applicant's own cattery name must be submitted).

An application cannot be filed sooner than seven (7) years from the date of birth of the applicant's first registered litter within the appropriate specialty.

8. a. EXHIBITING: An applicant must have exhibited at least ten (10) cats of their own breeding to CFA Grand Champion/Grand Premier status in the appropriate specialty. A detailed and specific resume of exhibition experience including agenting, must be submitted as part of the application. An applicant must have experience including exhibiting one or more breeds in the specialty for which they are applying in addition to their major breed. An applicant will be expected to furnish detailed specific information regarding these activities.

b. An applicant is required to have bred and/or shown cats in the appropriate specialty to the extent that fifteen (15) points are accumulated from the table set below. Only one set of points is allowable per cat (example: NW and RW on the same cat would only be counted for the higher of two wins, that is eight (8) points)

National Winner (NW)	8 points
National Best of Breed (BW)	7 points
Regional Winner (RW)	5 points
Distinguished Merit (DM)	5 points
Divisional Winner (DW)	5 points
Second Best of Breed (National)	4 points
Third Best of Breed (National)	2 points
Grand Champion/Grand Premier*	1 point

*(Limit of five (5) points; these are over and above the required ten (10) Grand Champions/Grand Premiers as referred to in Paragraph 8.a. above.)

A scorecard, comprised of Section A (indicating 10 Grand Champions/Grand Premiers) and Section B (indicating 15 point accumulation) will be completed and submitted with the initial application to the Judging Program Committee. Cats listed as Grand Champion/Grand Premier in Section A may be included in Section B, provided they have achieved the higher title listed.

c. ADDITIONAL EXPERIENCE.

1. Cattery Visits. Longhair applicants must submit a minimum of five (5) longhair cattery visitation reports. Shorthair applicants must submit a minimum of seven (7) shorthair cattery visitation reports. In all cases, a variety of breeds is recommended. The owner of the visited cattery must belong to the Breed Council of the breed to be examined. Photographs are recommended, showing the applicant handling the cats visited.

2. Agenting. Agenting forms (signed by the owner of the agented exhibit) will be part of the Exhibitor's Resume. Complete care and custody of the cat is required by taking the cat to the show, grooming the cat at the show, having the cat in your care the nights at the show, taking it to and from the rings. If possible, the agent should also be responsible for before-the-show bathing and grooming of the cat. Photographs are recommended, showing the applicant's care and custody of the agented cat in the applicant's home and at the shows.

9. It is required that an applicant attend a CFA Breed Awareness and Orientation School within the previous five (5) years for the appropriate specialty for which the application is made.

10. An applicant from the Continental USA and Canada must have exhibited in at least two regions outside his/her region.

11. An applicant must be of good reputation, both in the cat fancy and in his/her community.

12. An applicant must have a complete understanding of the CFA Standards, CFA Show Rules, and the CFA Judging Program Rules.

13. An applicant who is a member of, or in any way connected with, an organization organized for purposes similar to those of CFA, will be expected to furnish proof of severance from such within fifteen (15) days of his/her admission to the CFA Judging Program. Henceforth, he/she may not join any such organization while a part of the CFA Judging Program.

Applicants who are or were judges with other associations will be considered individually based on their background experience in their prior association with regards to club membership, breeding experience and wins that are comparable to those required by the CFA Judging Program. Meeting CFA clerking requirements as stated in Section II, paragraph A.4, is necessary before application can be made by those judges applying to the CFA Judging Program from other associations.

Allbreed judges coming from Associations similar to CFA must meet color class requirements currently in place for second specialty trainees as a MINIMUM. Additional classes may be required based on performance.

14. Following is a list of requirements for Judges from FIFe and other International Associations who wish to enter the regular CFA Judging Program. Depending on an individual's qualifications, the applicant will be accepted no higher than Approval Pending. If the applicant has been an Allbreed

judge for a sufficient length of time, the applicant will be considered for Approval Pending, otherwise Approval Pending Both Specialties. These requirements apply to first time applicants not current in any specialty [see Section VII, paragraphs B and C].) Double specialty applicants must meet the requirements of paragraph 8 for both specialties.

1. Registered cattery for seven years.
2. Grand requirement equal to CFA's.
3. Certified ring clerk license.
4. Approved in cats in CFA specialty to which the judge is applying.
5. Attendance at a CFA Judging Breed Awareness and Orientation School.
6. Successfully guest judged for CFA seven times. Evaluation forms are provided by the Judging Program and must be on file with the Judging Program for the seven shows.
7. Must attend a CFA Judging Breed Awareness and Orientation School or a CFA Judges' Workshop during their first year of evaluation training.
8. Applicant must be pre-noticed in the CFA Almanac and/or On-line Almanac.
9. Applicant must complete an application and have it signed by the International Division Chair.

15. REQUIREMENTS FOR APPLYING TO THE JUDGING PROGRAM - INTERNATIONAL DIVISION.

This section is for first time applicants not current in either specialty. Once qualified to judge, these applicants will be restricted to judging shows in the International Division only. *(See item 14 above for requirements for judges from FIFe and other International Associations wishing to enter the regular CFA Judging Program.)*

1. Seven (7) consecutive years of breeding experience with a registered cattery in either FIFe, GCCF or an Independent association. Cattery must have been registered with CFA at least four (4) of the seven (7) years. A copy of the cattery registration must be provided.
2. Licensed as a CFA Certified Clerk (important for mechanics).
3. Bred five (5) CFA Grand Champions/Grand Premiers.
4. Attend a CFA Judging Breed Awareness and Orientation School for the appropriate specialty during the first year of evaluation training.
5. Apply as trainee. Longhair trainees are encouraged to train in the United States. Shorthair trainees are required to train in the United States. Trainees will be permitted to train on consecutive weekends.
6. After advancing to apprentice, a sixth (6th) CFA Grand Champion/Grand Premier must be bred (in addition to the required number of evaluations) to advance to approval pending.
7. a. To advance to approved, a seventh (7th) CFA Grand Champion/Grand Premier must be

bred in addition to the required number of evaluations.

b. The applicant may apply for single specialty, double specialty or approval pending allbreed, depending on his or her current status in the International Division.

8. When an International Division judge meets all the requirements of our current CFA Judging Program applicants as listed in Section II.A.8. a. & b., an International Division judge may apply to the Judging Program Committee for advancement to full licensure as a CFA judge (i.e., the restriction of judging only in the International Division would be removed). The Judging Program Committee will review the request and notify the CFA Board of Directors of the request along with their recommendation to the Board.

ADDITIONAL EXPERIENCE

a. Cattery Visits. Longhair applicants must submit a minimum of five (5) longhair cattery visitation reports. Shorthair applicants must submit a minimum of seven (7) shorthair cattery visitation reports. In all cases, a variety of breeds is recommended. Photographs are recommended, showing the applicant handling the cats visited.

b. Agenting. Agenting forms (signed by the owner of the agented exhibit) will be part of the Exhibitor's Resume. Complete care and custody of the cat is required by taking the cat to the show, grooming the cat at the show, having the cat in your care the nights at the show, taking it to and from the rings. If possible, the agent should also be responsible for before-the-show bathing and grooming of the cat. Photographs are recommended, showing the applicant's care and custody of the agented cat in the applicant's home and at the shows.

B. Informal requirements for initial application.

There are many things over and above a knowledge of standards and mechanics which are necessary for the complete judge. A few of these abilities and traits of character are:

1. Knowledge and skill in the handling of the breeds of cats covered by the specialty for which application is made. There are subtle differentiations between the breeds as to the approach each will respond to most favorably.
2. The patience and ability to keep, under internal and external stress and disturbance, that calm demeanor which will serve to reassure nervous cats.
3. Self confidence without arrogance.
4. Ability to control emotions and temper both with humans and with cats under any and all circumstances.
5. Ability to reach a firm and reasoned decision and adhere to it without wavering or self-doubt.
6. The ability to set aside personal preferences and prejudices and consider each entry solely on the basis of the current

CFA Standard.

7. The ability to retain complete control of the judging ring while at the same time maintaining harmony and rapport with those working in the ring.
8. The ability to retain composure in the face of possible unpleasant atmosphere and comments from onlookers.
9. The faculty for the discreet showmanship which can hold an audience's attention while at the same time maintaining complete dignity and making the cats, who are the reasons for the show, the focal point of attention, thereby enhancing interest in all cats. At all times, it is the cat which should be given the limelight.

These are some, but by no means all, of the intangible prerequisites for a judge who will do credit to CFA. The Executive Board is keenly aware of the responsibility it bears to its member clubs, the exhibitors at its shows, and those who pay admission to attend such shows to use great care and selectivity in licensing those to be entrusted with the title of CFA judge.

Many of these intangible requirements which go to the making of a judge of whom CFA can be proud are innate, others may be acquired. Some require a wide exposure to and deep interest in all breeds of cats which cannot be acquired in too short a space of time. It is expected that each person wishing to become a CFA judge will have sufficient dedication to this ambition to survey his/her own present potentialities for judging as objectively as he/she would be expected to judge entries in the show ring and the self-discipline to wait until he/she is absolutely certain that he/she is ready for the responsibilities of judging before making application to the Judging Program. Each applicant accepted to the Judging Program becomes the recipient of much time and effort on the part of many people which will be wasted if the application has been made prematurely.

SECTION III MECHANICS OF INITIAL AND SECOND SPECIALTY APPLICATION

Initial Application

- A. Any person desiring to apply for admission to the CFA Judging Program may write to the Judging Program Committee for application forms. A copy of the applicable rules and regulations regarding the Judging Program will be sent to each person requesting them.
- B. If the prospective applicant feels he/she is fully qualified to seek admission to the Judging Program, the application form is to be completed in duplicate. One copy is to be returned with supporting documentation to the Judging Program Committee Applications Administrator. A copy is to be forwarded to the Regional Director for the region in which such applicant resides. International Division applicants will forward a copy to the International Division Chair. The Regional Director or International Division Chair, as applicable, will sign a copy of the application sent him/her and will forward it directly to the Judging Program Committee designee.
- C. A recent color photo of the applicant and a check or money order payable in U.S. funds to the Cat Fanciers' Association, Inc. for the required application fee (as noted in the application cover

letter) must accompany any application sent to the Judging Program Committee. If the applicant fails to gain admittance to the Judging Program, a 50% return fee will be retained by CFA. However, such applicant may re-apply for admission to the program, which reapplication may be considered after a lapse of one year. Reapplications require full payment of current application fee.

- D. If the applicant wishes to withdraw his/her application within thirty days of the date appearing on it, he/she may do so and his/her application fee will be returned. There must then be a lapse of one year before a further application may be filed by such an applicant.
- E. If the applicant is accepted into the program, the application fee will, in part, cover the expenses of CFA for activities until such time as the applicant is advanced to the status of approved judge.
- F. No applications for allbreed judge will be accepted.
- G. Recommendations:
 1. It is expected that an applicant will be so well known and so highly respected for his/her activities in the cat fancy that, having made known his/her intention to apply for admission to the Judging Program, both clubs and individuals will wish to send spontaneous letters of recommendation without pressure brought to bear on them. Currently licensed CFA judges, and CFA board members, shall not be solicited to submit character references to fulfill application requirements.
 2. The formal recommendation of at least three (3) CFA clubs is required, at least two (2) of which must be clubs that have produced a CFA show in the twenty-four month period prior to the date of the applicant's consideration for acceptance by the Executive Board. Club recommendations should be discussed at a regularly scheduled meeting, be recorded in the minutes of that meeting, and carry the signature of the club's president and secretary. If applicant holds one of these offices, another club officer must sign. These letters are to be sent directly to the Judging Program Committee and must be confidential.
 3. Multiple recommendations stemming from one source will be treated as a single recommendation.
 4. Personal letters of recommendation (at least three of which are required) are to be sent directly to the Judging Program Committee and must be confidential. Letters of recommendation, or copies thereof, must not be sent to the applicant, nor may an applicant ask for any preview of recommendations.
 5. When all requirements for initial application have been received by the Judging Program Committee no less than four (4) months prior to the meeting, the application will be submitted in its entirety to the Executive Board for consideration at the Board Meeting following listing of the applicant's name on the CFA website and/or Online Almanac.
 6. An application which has not been completed within one calendar year of the date appearing upon it shall be rendered

inactive. If such applicant wishes to apply for admission to the Judging Program at a later date, such application will be treated as a new application and must be accompanied by the current application fee (in addition to any fees already submitted). Signed and documented negative letters must be substantiated, and must be received by the Judging Program Committee not less than six (6) weeks prior to an applicant's consideration for acceptance into the Judging Program by a two-thirds (2/3) vote of the Executive Board at a regularly scheduled Executive Board Meeting.

Applicants will be given an opportunity to provide a written response to any negative letters noticed to them by the Judging Program Committee. Any negative letter and written response will be presented to the Board as part of the application file.

The Judging Program Committee will inform the applicant of its decision to "recommend" or "not recommend." In the case of "not recommend" the committee will give the reason for the negative recommendation. At that time, the applicant can table his/her application until the necessary work is completed for a favorable recommendation. Should the applicant wish to proceed and have his/her application reviewed by the CFA Executive Board, a letter addressing and refuting the reasons for the non-recommendation must be included in the packet.

Second Specialty Application

A. Approval pending single specialty judges desiring to proceed into the second specialty need not complete a Judging Program Application Form. However, the required application fee (check or money order payable in U.S. funds to the Cat Fanciers' Association, Inc.) must be sent to the Judging Program Committee, along with documentation outlining the applicant's efforts and exposure to breeds in the second specialty, to include cattery visitations and agenting (as outlined below in ADDITIONAL EXPERIENCE), attendance at breed seminars, judges workshops, test scores, exhibiting and/or breeding. Attendance at a CFA Judging Breed Awareness and Orientation School for the appropriate specialty is required. Applicants will be expected to have technical breed knowledge on all breeds which make up their second specialty.

ADDITIONAL EXPERIENCE: Cattery visits/agenting. Longhair applicants must submit a minimum of five (5) cattery visitation reports. Shorthair applicants must submit a minimum of seven (7) cattery visitation reports. In all cases, a variety of breeds is recommended. The owner of the visited cattery must belong to the Breed Council of the breed to be examined. Photographs are recommended, showing the applicant handling the cats visited. Agenting reports, verified by the signature of the owner of the agented exhibit, will be included in the documentation. Complete care and custody of the cat is required by taking the cat to the show, grooming the cat at the show, having the cat in your care the nights at the show, taking it to and from the rings. If possible, the agent should also be responsible for before-the-show bathing and grooming of the cat. Photographs are recommended, showing the applicant's care and custody of the agented cat in the applicant's home and at the shows.

B. When all documentation for second specialty application has been received by the Judging Program Committee a least six (6) weeks prior to the next meeting of the Executive Board, the documen-

tion will be submitted in its entirety to the Executive Board for consideration. Deadlines for receipt of applications by the Judging Program Committee may be found in the CFA Timetable, located in the the Online Almanac under CFA Business.

The Judging Program Committee will inform the applicant of its decision to "recommend" or "not recommend." In the case of "not recommend" the committee will give the reason for the negative recommendation. At that time, the applicant can table his/her application until the necessary work is completed for a favorable recommendation. Should the applicant wish to proceed and have his/her application reviewed by the CFA Executive Board, a letter addressing and refuting the reasons for the non-recommendation must be included in the packet.

SECTION IV ACCEPTANCE TO THE JUDGING PROGRAM

- A. The name of each applicant (initial/second specialty) will be submitted to the CFA Executive Board at the first meeting held no less than four (4) months/at least six (6) weeks after receipt by the Judging Program Committee of the completed required documentation, including all related material.
- B. Acceptance/advancement upon completion of requirements is by written ballot vote of the Executive Board. After consideration by the Judging Program Committee and the Executive Board of all required documentation, related material, and all other pertinent information as relates to these applicants which has been made available to the Judging Program Committee and the Executive Board, a two thirds (2/3) favorable vote of the members present of the Executive Board is required for acceptance/ advancement.
- C. Applications from persons who are or have been judges in similar associations within any CFA region will be considered for initial application by the Judging Program Committee. All such applicants, whatever their background, will be required to prove their proficiency by completing breed/division color class evaluations when accepted to the CFA Judging Program by vote of the Executive Board at a regularly scheduled Executive Board meeting. Although judging experience in a similar organization does not entitle an applicant to any preferential treatment, the requirement for five (5) years CFA club membership, ten (10) consecutive years of breeding experience, exhibiting ten (10) grand champions/grand premiers of their own breeding and breeding and/or showing cats in the appropriate specialty to the extent that fifteen (15) points are accumulated (as outlined in Section II, A, paragraph 8.b.) may be satisfied by similar achievements in a prior association. Consecutive steps from apprentice, approval pending to fully approved must be met by all applicants accepted into the Judging Program, regardless of how much experience they had in judging in a similar association.
- D. The CFA Executive Board may, at its discretion, announce a moratorium on the acceptance of applications for admission to the Judging Program for a specified time period.
- E. The Executive Board cannot determine whether any applicant, no matter how highly recommended, will be able to translate theoretical or technical knowledge of standards, handling techniques, and mechanics into actual practice in the judging ring. For this reason acceptance to the Judging Program will be in the status of

trainee and only after he/she has demonstrated his/her abilities in the various stages of the program to the satisfaction of the Judging Program Committee and the Executive Board will he/she be advanced to a higher status. In no instance will any step in the program be omitted. All requirements stated are irreducible minimums.

- F. An applicant, once accepted, will not be dropped from the program except by action of the Executive Board by a two-thirds (2/3) unfavorable vote of the members present.

SECTION V TRAINEES

A. COLOR CLASSES FOR TRAINEES – BREED/DIVISION COLOR CLASS EVALUATIONS.

1. Applicants who have been accepted to the Judging Program are designated as trainees and are eligible to do breed/division color class evaluation work under the supervision of an approved judge; however, no trainee shall be assigned to any approved judge who personally recommended the trainee for acceptance to the Judging Program.
2. Trainees will secure written permission from the show manager of clubs at whose shows they will do any type of breed/division color class evaluation training. This must be sent to the Judging Program Trainee Administrator (JPTA) with the names of the officiating judges for that show not less than three weeks prior to the opening date of said show.

The JPTA will assign the trainee to the instructing judge who he/she feels will best benefit that trainee. Shows where a trainee is authorized to work with two supervising judges at the same show will count as one show/class credit.

3. a. Trainees are permitted at the following format shows:
 - Saturday of a back-to-back show;
 - Two-day allbreed shows;
 - One-day all longhair or one-day all shorthair shows;
 - Two-day specialty shows (one day given to longhair, and one day given to shorthair);
 - One-day 6 ring shows, on a limited basis.
 - b. Only one trainee is allowed per specialty. The number of trainees allowed is limited to two; one longhair and one shorthair.
 - c. Trainees may not schedule evaluation training on consecutive weekends (with the exception of conditions outlined in Section V paragraph 4.c.).
 - d. At the discretion of the Judging Program Committee/JPTA, exceptions may be made to these provisions when necessary, provided that no breed is handled by more than one trainee for color class purposes.
 - e. The Judging Program Committee/JPTA reserves the right to deny permission to any trainee to work at any show with a permissible format when in the opinion of the Judging Program Committee/JPTA the circumstances of that show will not serve to adequately further the trainee's progress.
4. a) First specialty trainees are required to perform a mini-

imum of eight (8) breed/division color class evaluations with the last three (3) being solo classes. A total of five (5) shows must be outside their region or not less than 500 miles from their place of residence. It is strongly recommended that these shows be larger, full two day shows.

- b) Second specialty judges are required to perform a minimum of five (5) breed/division color class evaluations with the last two (2) being solo classes. A total of three (3) shows must be outside their region or not less than 500 miles from their place of residence. It is strongly recommended that these shows be larger full two-day shows.
- c) Trainees in Japan must complete a minimum of two sessions working with judges from the United States. These sessions may be completed in Japan or the United States.

Trainees in the International Division-Europe must complete a minimum of two sessions working with judges from the United States. These sessions may be completed in Europe or the United States.

Trainees in the International Division-Asia/Latin America must complete a minimum of two sessions working with judges from the United States. These sessions may be completed in Japan, Asia or the United States.

If these sessions are completed in the United States, they may be held a week apart to minimize expenses.

It is highly suggested that the last Supervised and first Solo sessions be completed with Judges from the United States.

5. It is suggested that Trainees attend a CFA Judges' Workshop immediately following their acceptance to the Judging Program.
6. The trainee may not have entries at a show where he/she is to do color classes nor may the trainee judge a cat owned or agented by a member of the trainee's household.
7. The trainee may not have access to a show catalog until after he/she has been dismissed by the instructing judge.
8. The trainee must present himself/herself to the instructing judge under whose supervision he/she is to work *prior to the start of judging* for that day and will remain with him/her until the completion of all judging in that ring or until dismissal by the instructing judge.
9. **SUPERVISED COLOR CLASSES FOR TRAINEES.**
 - a) The instructing judge will determine along with the guidance of the Judging Program Trainee Administrator what breed/division color classes the trainee will judge. When it has been determined what color classes the trainee will handle, he/she will duplicate the judge's slips for his/her awards, copying carefully from the official judge's book. The trainee may request that a judge's book be provided by the club which will attempt to (but is not obligated to) honor the trainee's request.

- b) In order to save time and avoid undue handling of the exhibits, it is suggested that the trainee remove each cat to be judged from the judging cage and place it on the judging table. The instructing judge will then make his/her examination, in each case, while the trainee stands back and observes the handling and techniques used by the instructing judge. When the instructing judge is finished with the entry, the trainee will examine it and return it to its judging cage. This procedure may be reversed at the discretion of the instructing judge. Prior to the hanging of any ribbons by the instructing judge, the trainee will mark his/her judging slip for each cat handled, giving comments on each exhibit, and will award 1st, 2nd, 3rd, Winners (in the Open Class) in the male and female color classes, Best of Color and 2nd Best of Color, Best and Second Best of Breed/Division, and Best Champion of Breed/Division, if appropriate. These decisions are to be arrived at independently and without consultation at the time of marking. Each entry must be judged by the CFA standard for the breed and color.
- c) Thereafter, the instructing judge will hang all ribbons according to his/her own decisions. The written awards of the trainee have no official bearing on the awards given by the instructing judge.
- d) When a breed/division color class has been completed by both the instructing judge and the trainee, they should confer privately to compare and discuss awards.
- e) Trainees must complete the color class slips in duplicate and give one copy at the show to the instructing judge. The remaining copy must be mailed to the Judging Program Committee, along with a catalog marked both with the finals of the instructing judge and the breeds/divisions/color classes that were used for training. Prior to mailing this copy to the Judging Program Committee, the trainee shall make a copy of this record for personal reference in the future. Trainees are expected to be proficient in the marking and utilization of all CFA judging forms. These materials must be mailed within 2 days after the show to insure the trainee has the opportunity to be informed of his/her use of such records prior to the trainee's next scheduled color class session.

10. SOLO COLOR CLASSES FOR TRAINEES.

- a) When the trainee has judged satisfactorily a sufficient number of color classes to be deemed by the Judging Program Trainee Administrator ready for more advanced work, he/she will be assigned to judge color classes alone with the instructing judge under whose tutelage he/she is working, observing his/her work from a point outside the ring. Solo classes may take place over a two-day period, however, the trainee may work with only one instructing judge.
- b) The instructing judge and the Judging Program Trainee Administrator will decide which color classes, breeds, or divisions will be judged by the trainee. The instructing judge will take the stand and judge the entries and mark his/her judging book. The trainee's classes will be printed

with the classification as to Open, Champion, or Grand Champion status. The trainee is then called to the ring by the instructing judge who will observe the trainee from the audience as the trainee judges the entire class. The trainee will award 1st, 2nd, 3rd, Winners (in the Open Class) in the male and female color classes, Best of Color and 2nd Best of Color, Best and Second Best of Breed/Division, and Best Champion of Breed/Division, if appropriate. The ribbons/permanents used will be from the supply provided to the judge at his/her table. The trainee will hang ribbons in accordance with his/her decisions and mark the awards in his/her judge's book. At the completion of the trainee's judging, he/she will remove his/her ribbons and the instructing judge will return to the ring to hang the official ribbons. The trainee's awards have no official status. Trainees will use ribbons/permanents provided by the show producing club. At the discretion of the instructing judge, he/she may request the trainee to prepare and present a top five/top ten final.

- c) A private discussion between the instructing judge and the trainee will follow. NOTE: it is expected that there will be some differences in the decisions of the trainee and the officiating judge. The trainee will be asked to present logical reasons for his/her decisions and may be asked to do additional color class work.
- B. The instructing judge in each instance will complete and sign an evaluation form which will be mailed to the Judging Program Committee. Judges are requested to make pertinent comments on both the tangible and the intangible aspects of a trainee's qualifications for judging in addition to answering the specific questions on the form and also to make any suggestions which they feel will be helpful to a trainee for the future and for the Judging Program Committee in making a realistic evaluation of a trainee's progress. It is important that both the Judging Program Committee and the Executive Board have as much information as possible on the performance of a trainee in the ring before the Executive Board must decide whether to promote, defer, or drop a trainee from the program.
- C. When the services of a trainee are used to judge household pets, he/she will be reimbursed as specified in the CFA Show Rules.
- D. No trainee shall discuss possible invitations to judge or accept any invitations contingent on advancement by the Executive Board to the status of apprentice judge.
- E. Trainees will have two years to complete the required breed/division color class evaluation training. An extension may be granted by the Executive Board for medical reasons or extenuating circumstances. Those trainees not completing color classes in two years may re-apply after a two year period. Trainees in the Judging Program as of October 2006 are grandfathered for up to two years. Second Specialty Trainees may not begin training in the second specialty until they have advanced to Approved status in the first specialty. (This does not preclude an individual advancing to Approved first specialty and Trainee second specialty at the same Board meeting.)

SECTION VI APPRENTICE JUDGES

- A. The names of trainees who have met the above requirements to the satisfaction of the Judging Program Committee will be presented to the Executive Board for possible advancement to the status of apprentice judge.
- B. After consideration by the Judging Program Committee and the Executive Board of all required documentation, related material, and any other pertinent information about the trainee which may have become available, the Executive Board will cast a written ballot vote. A two thirds (2/3) favorable vote of the members present is required for advancement to apprentice status.
- C. Clubs may invite any apprentice judge to judge any breed or color for which the apprentice judge is authorized.
- D. Apprentice judges will adhere to all rules and regulations as set forth in the CFA Show Rules for judges.
- E. Apprentice judges will charge a fee as stipulated in the Show Rules for apprentice judges. In the event a judge is in the apprentice status in one category and in a higher status in another category, he/she will charge the apprentice fee for the portion of the show which he/she judges in the apprentice status in addition to the normal judging fee for the higher status for the portion of the show judged in that capacity. In addition, he/she will be reimbursed by the hiring club for transportation, lodging, meals, taxis, and tips.
- F. Apprentice judges who have any question about the procedures in this program or about the interpretation of the Show Rules and Standards, are urged to consult the Judging Program Committee before attempting to judge a show. No consultation is permissible at a show.

SECTION VII REQUIREMENTS AND PROCEDURES FOR ADVANCEMENT FOR APPRENTICE AND APPROVAL PENDING JUDGES

- A. The following conditions must be fulfilled as requirements for advancement before any other factors are considered. In no instance will any step of the program be omitted.
 - 1. a. A minimum of two shows must be judged outside the judge's region of residence or not less than 500 miles from their place of residence for each advancement consideration with the exception of those judges residing in the International Division or Japan. International Division shows judged by domestic approval pending Allbreed judges will count as an out-of-region assignment.
 - b. Two shows outside the country of the judge's residence in the International Division will be required by all judges in the apprentice and approval pending categories to be eligible for each advancement.
 - c. Two shows at least 240 kilometers away from the judge's residence in Japan will be required for all judges in the apprentice and approval pending categories before being eligible for advancement consideration by the Executive Board. The judge must not be a current member of the two

clubs sponsoring these shows.

- 2. Requirements for any specific advancement must be completed within a forty-eight month period. Apprentice judges not fulfilling these requirements will be dropped from the Judging Program; approval pending specialty judges will be dropped to apprentice specialty status. This requirement shall not apply to approval pending allbreed judges.
- B. Apprentice specialty judges must satisfactorily judge a minimum of eight (8) complete championship shows in accordance with the provisions of Paragraph A.1. Judges in the International Division must have bred a sixth (6th) CFA Grand Champion/Grand Premier. To satisfy the eight (8) required evaluations, the judge may officiate at shows for clubs in which they maintain membership; however, no more than two evaluations from such clubs will be used to fulfill this requirement.
- C. Approval pending single specialty judges must satisfactorily judge a minimum of eight (8) complete championship shows, in accordance with the provisions of Paragraph A.1. Judges in the International Division must have bred a seventh (7th) CFA Grand Champion/Grand Premier. To satisfy the eight (8) required evaluations, the judge may officiate at shows for clubs in which they maintain membership; however, no more than two evaluations from such clubs will be used to fulfill this requirement.
- D. Any judge who is approved in one specialty and approval pending in the second specialty must satisfactorily judge a minimum of twelve (12) championship shows, in accordance with the provisions of Paragraph A.1. To satisfy the twelve (12) required evaluations, the judge may officiate at shows for clubs in which they maintain membership; however, no more than two evaluations from such clubs will be used to fulfill this requirement.
- E. Approval pending allbreed judges must satisfactorily judge a minimum of twelve (12) complete championship shows, in accordance with the provisions of Paragraph A.1. Approval pending allbreed judges not advanced to approved status after three considerations shall be removed from the approval pending allbreed status and designated approved any specialty judge. The judge may be a current member of only two of the clubs sponsoring the shows. (All judges currently in the Judging Program before October 5, 1996 are grandfathered under the October 1994 rules, but only if reports are favorable.)
- F. For each show judged by an apprentice or approval pending judge, an evaluation form, supplied by the Judging Program, must be completed and signed by a majority of the show committee and sent to the Judging Program Committee within thirty days of the date of the show.
- G. Advancement upon completion of requirements is by written ballot vote of the Executive Board. After consideration by the Judging Program Committee and the Executive Board of the evaluation forms, reports on the work of the judge and any other pertinent information which has been made available to the Judging Program Committee and the Executive Board, a two thirds (2/3) favorable vote of the members present of the Executive Board is required for advancement.
- H. Apprentice and approval pending judges and trainees judging

any show including household pet shows, must notify the Judging Program Committee of any judging assignments they have accepted a minimum of thirty days prior to the first day of the show in order that evaluation forms may be sent to the contracting club in a timely manner. *No credit* will be given for the work at any show for which such prenotice has not been sent to the Judging Program Committee at the stipulated time, the exception being shows for which the judge is acting as a last minute substitution, in which case the Judging Program Committee must be notified when the contract is signed.

- I. *All requirements for advancement contained in this section are strictly irreducible minimums and fulfilling them does not guarantee consideration for advancement. Anyone in the Judging Program whom the majority of the Judging Program Committee feels would be best advised to complete further shows will have the option of withdrawing their name for consideration for advancement by the CFA Board of Directors. The Judging Program Committee will explain to the candidate the problems with their candidacy, what they can do to rectify the situation and (should the candidate decide to go forward) what the consequences would be if the CFA Board of Directors does not advance them.*

SECTION VIII LICENSING

- A. Payment of the annual fee (as determined by the CFA Board of Directors) is a requirement for relicensing or, in the case of an apprentice or trainee, remaining on the Judging Panel. This fee is due at the beginning of each calendar year.
- B. Approved judges are licensed annually. Each name will come up before the Executive Board for review prior to licensing.
- C. Approval pending judges are licensed annually. Each name will come up before the Executive Board for review prior to licensing.
- D. Advancement to the status of approval pending or approved judge constitutes an automatic licensing in that status for the remainder of that licensing period.
- E. An approved judge who has been inactive for more than 12 months may request permission from the Judging Program Committee to take supplemental training in his/her particular status. The Advanced Refresher course will involve advanced color class and breed/division work under the supervision of approved allbreed judges designated by the Judging Program Committee. A written report will be submitted to the Judging Program Committee by the supervising judge.
- F. Failure to relicense an approved or approval pending judge requires notification and a hearing before the Executive Board as stipulated in Article XIII of the CFA Constitution.
- G. Any judge in the Apprentice or Approval Pending category receiving five (5) or more no votes will be advised, in writing, and the specific reason(s) for concern will be noted.
- H. Attendance at a CFA Judge's Workshop or Breed Awareness and Orientation School at least once every seven years (commencing 2002) is a requirement for relicensing.
- I. 1. Satisfactory completion of the bi-annual Judges' Test with a

score of 85 or higher is a requirement for relicensing.

2. Judges receiving a score of less than 85 must be retested with an alternate test within 90 days of receiving the original test results, with a score of 85 or higher. Retests are subject to a re-take fee equal to the licensing fee, which is due with the licensing fee.
 3. If the retest score is less than 85, the judge will complete a Refresher Course.
 4. Tests postmarked after the deadline will be subject to a fee equal to the licensing fee, which is due with the licensing fee. A judge who has failed to return his/her test shall not be relicensed.
- J. Apprentice judges are licensed by the Executive Board and are in a probationary status.
 - K. Trainees hold no license and remain in the Judging Program in a probationary status by the Executive Board.
 - L. Trainees and apprentice judges, being in a probationary status, may be dropped from the Judging Program at any time without notice or hearing for violation of any of the existing rules and regulations, and for violation of any which may hereafter be adopted. They may also be dropped from the Judging Program when, in the opinion of the Executive Board, it has become evident that such trainee or apprentice judge does not have sufficient handling ability, knowledge of mechanics, breeds, and standards; or is unable to translate his/her knowledge into actual practice in the show ring; or that he/she does not possess the intangible qualities necessary for the smooth and authoritative control of a show ring in all its aspects; or, in short, has not demonstrated the necessary knowledge, ability, and qualities required to contribute to CFA's prestige and public image. A two-thirds (2/3) vote of the members of the Executive Board present is required to drop a trainee or apprentice judge from the Judging Program.
 - M. A trainee who has been dropped from the Judging Program or a judge who has been dropped from the panel of judges through failure to relicense may reapply after the lapse of two years. Judges who reapply will be considered for reinstatement in the next lower status than that held when not relicensed.
 - N. Each applicant for admission to the Judging Program, each trainee, and each member of the CFA panel of judges, must agree to the following statement before being considered for admission or advancement, or permitted to function under this program as a CFA judge:

"I understand that only those applicants with unquestionable moral character and impressive credentials will be considered for acceptance into the CFA Judging Program. I agree to abide by and accept any recommendations and decisions made by the Judging Program Committee, the CFA Board of Directors or CFA regarding this initial application, as well as any consideration for advancement in the future. All decisions shall be binding and final, in accordance with current and future CFA Show Rules and CFA Judging Program Rules."

In addition, each applicant, trainee or member of the CFA panel of judges agrees to abide by the Judges' Code of Ethics currently in effect. Payment of the application fee or the annual license fee

is considered as agreement to abide by all terms of this paragraph.

- O. The Executive Board, at the recommendation of the Judging Program Committee, or at the request of any judge, supported by suitable written request, may grant a judge or trainee a leave of absence for a period not exceeding one year. The judge or trainee will be authorized to commence participation in the Judging Program in the same status as when he/she was placed on leave of absence.
- P. Commencing with the February 2009 relicensing, approved judges must officiate at least three CFA shows in two years. Judges who have not fulfilled this requirement will be placed in Inactive Status and must complete a Refresher Course before returning to active Specialty or Allbreed status.

SECTION IX INTERNATIONAL DIVISION

A. APPLICANT REQUIREMENTS

Applicant requirements to the CFA Judging Program and to the International Division Judging Program are listed in Section II - Initial Application to the Judging Program.

B. JUDGING INVITATIONS

- 1. CFA Judging Contracts will be used on all authorized non-CFA shows to be completed by judges and host clubs and on all International Division CFA affiliated clubs. Show Rules and Breed Standards for non-CFA shows are to be followed by CFA judges authorized to officiate as guest judges.
- 2. Invitations from clubs affiliated with foreign cat associations are subject to the approval of the CFA Judging Program Committee and may be considered only by Approved Allbreed, Approval Pending Allbreed, or Approved Specialty Judges. A judge may judge only the specialty(ies) in which he/she is approved.

Invitations from CFA clubs in the International Division may be considered by Approved Allbreed, Approval Pending Allbreed, or Approved Specialty judges. A judge may judge only the specialty(ies) in which he/she is approved.

Judges invited to guest judge for eligible international cat associations MUST request permission and receive approval from the CFA Judging Program committee prior to signing a contract. Such approval is conditional upon there being no licensed CFA show scheduled within a 500 mile (or equivalent kilometer) radius or within a country in Europe of the subject show at the time the approval is granted. CFA show(s) licensed after approval has been granted will not negate the approval.

NOTE: All judges residing in the International Division (regardless of status) are eligible to judge said shows.
- 3. Approval for a judge to accept a foreign assignment for a CFA club or guest non-CFA affiliated club will be contingent upon the judge receiving either an airline ticket or payment of such ticket in advance of the show. If payment is made by check, it is the responsibility of the judge to see that the check clears his/her bank. CFA will not be liable for reim-

bursing the judge on bad checks or non-payment of airline tickets.

- 4. CFA clubs in the International Division must provide hotel accommodations, if required, for each judge for the period between consecutive weekend shows. If the judge does not stay at the show hotel and travels to other locations during the period of the contracted shows, no more than the cost of the show hotel may be charged by the judge as well as reasonable meals which will be reimbursed by the club.
 - 5. Approval by the Judging Program Committee must be requested by judges on all non-CFA guest judging invitations prior to acceptance. Such requests must be made through the designated person in charge of International/Japan guest judging assignments.
- ### **C. REQUIREMENTS FOR GUEST JUDGES TO THE CFA JUDGING PROGRAM.**

- 1. Invitations from CFA clubs for non-CFA judges are subject to the approval of the CFA Judging Program Committee and may be considered only by Approved Allbreed, Approval Pending Allbreed or Approved Specialty judges whose license from an accepted association is on file with the Judging Program Committee. A judge may only judge the level they are licensed in.
- 2. CFA judging contracts will be used on all authorized CFA shows. CFA Show Rules and CFA Breed Standards are to be followed by ALL judges authorized to officiate as guest judges at CFA shows.
- 3. A Guest Judge Evaluation Form will be completed by the club and mailed to the Judging Program Committee within 30 days of the show.

SECTION X CONDUCT OF ALL TRAINEES AND JUDGES

- A. Every trainee and every judge, in whatever status, shall at all times conduct himself/herself in such a manner as shall bring credit on himself/herself, his/her association, his/her fellow judges, and the cat fancy.
- B. It is expected that all courtesy will be extended by the judge to other judges, spectators, show committees, show secretaries, and other persons or organizations connected with CFA activities.
- C. It is expected that each person in this Program will reply promptly to any inquiry seeking his/her services.
- D. Each person connected in any capacity with this Program should conduct himself/herself at all times in a professional and dignified manner, in and out of the judging ring, remembering that he/she is serving in the capacity of an ambassador for CFA, and seek to be a credit to this organization.

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