



**REGULATIONS PART III
2024/2025 CONFORMATION JUDGES EDUCATION PROGRAM (CJEP)**

**SECTION A: ASPIRING JUDGES PROGRAM
SECTION B: TRAINEE JUDGES PROGRAM**

**This Part incorporates Regulations of Dogs Australia
PART 3: JUDGES TRAINING & EXAMINATION SCHEME
[3-ankc-ltd-reg3_judges-train_oct-17.pdf \(dogsaustralia.org.au\)](https://www.dogsaustralia.org.au/3-ankc-ltd-reg3_judges-train_oct-17.pdf)**

Reference to "Dogs Australia" herein is a reference to the Australian National Kennel Council Limited (ABN 77 151 544 679) trading as Dogs Australia

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PART III – CONFORMATION JUDGES EDUCATION PROGRAM

This Program is designed to assist members to become Championship Show Judges by graduating through specific stages of training applicable to levels known as Aspiring Judge and Trainee Judge.

1. Terminology

1.1 Member Body: DOGS NSW

1.2 Dogs Australia: Australian National Kennel Council Ltd

1.3 CJTC: Conformation Judges Training Committee

1.4 CJEP Examinations Committee: Conformation Judges Education Program Examination Committee

1.5 Conformation Judges Education Program: A Self Learning training program for Conformation Judges conducted by DOGS NSW in accordance with these Regulations.

1.6 Enrolment Form: A form approved by the Member Body to be completed by the Aspiring and/or Trainee Judge which clearly indicates the date and time that the enrolment form is to be in the hands of the Member Body as well as the applicable enrolment fee.

1.7 Aspiring Judge: A person accepted into the Conformation Judges Education Program, for their 1st Group, but not yet qualified to judge the relevant Breeds or Groups at any fixture.

1.8 Trainee Judge: A person having fulfilled the Aspiring Judges syllabus and passed the relevant examinations is qualified to enter the Trainee Judges phase of the Conformation Judges Education Program.

1.9 Dogs Australia Championship Show Judge: A person who has successfully completed the required Trainee Judge Theory and Practical Examinations may then judge individual breeds and/or one or more Groups for which they are qualified at Championship Shows conducted anywhere in Australia and Overseas.

1.10 Accredited Assessor: A person licensed for a minimum of 5 years as a Judge by Dogs Australia who complies with Section 8 of these Regulations and must hold a Certificate of Approval issued under the Dogs Australia Accreditation Program stating that the Assessor has completed the competency training. An Assessor Accreditation Training Program is to be offered at least once every two years.

1.11 Mentor: A Dogs Australia Championship Show Judge who has completed the Dogs Australia Assessor Accreditation Program as outlined in Section 8.1 of these Regulations or who holds a Championship Show Licence for the breeds being mentored for.

1.12 Learning modules: (Refer 6.1.1, 6.1.2, 6.1.3 6.1.4 and 6.1.5)

1.13 Clerk of Examinations: A person approved by the Member Body to oversee all aspects of the Practical Examinations.

1.14 Primary Residence: A member's main residence is the dwelling where they usually live. A member can only have one primary residence at any given time.
(06/19)

2. Method of Education

2.1 Self Learning

The Conformation Judges Training Program is a voluntary, competency based, flexible, self-learning Program for training Dogs Australia members, assisted by provision of breed lectures, seminars, general lectures, field events and practical judging. This requires attendance and participation to be effective. The Program means more than just attendance. It also requires reading, talking, watching and observation, discussion, and visits to kennels.

Trainee Judges will be required to learn to examination standards by studying Breed Standards, Dogs Australia approved Breed Standard Extensions, the Dogs Australia Glossary of Canine Terms and other appropriate material, researching breeds and presenting their findings, attending appropriate Lectures, Seminars and Field Events as arranged by the Member Body CJTC, writing critiques, visiting kennels, discussing breeds with breeders and exhibitors, attending Group and Breed Championship Shows, thereby acquiring as wide and as sound a knowledge as possible of the breed, or breeds in the relevant Group. Education and Examinations will incorporate the principles of Competency Based Training and accreditation of Assessors.

(a) The competencies which Trainees will be expected to achieve through the Program are:-

- Demonstrate a knowledge and understanding of the Breed Standards.
- Ability to identify characteristics in relation to the Breeds for the Group in which they are a Trainee.
- Ability to recognise soundness in relation to the Breeds for the Group in which they are a Trainee.
- Ability to use breed specific language and apply it correctly in their description of the breeds for the Group in which they are a Trainee.
- Ability to approach and examine the exhibits correctly and appropriately for the breeds for the Group in which they are a Trainee.
- Ability to place the better dogs at the front of the class in the breeds for the Group in which they are a Trainee.
- Demonstrate control, organisation and effective use of the judging ring.
- Demonstrate an ability to make decisions in an effective way and in an efficient time frame.
- Demonstrate a practical knowledge of stewarding.
- Demonstrate an ability to understand and apply the Regulations relevant to dog judging.

- 2.2 State Controlling Body Contribution.** DOGS NSW shall assist by providing Lectures either using online delivery or by a combination of online and face to face, Field Events, equipment, teaching aids and examinations.
- 2.3 Record Keeping.** Trainee Judges must maintain their own records and submit signed originals of the applicable records when applying for a Theory or Practical Examination.
- 2.4 Flexible enrolment & Approved Hiatus:** DOGS NSW conducts a rolling Program for Conformation Judges Training, enabling a Trainee to, upon application join the Program at the beginning of any Sub Group.
- 2.5** Upon formal request in writing to the Chairperson of the CJTC, a Trainee Judge may request recognition of passed modules and attendance at lectures, field nights, written critiques, and attendance at Specialty shows or large shows, as maybe designated from time to time. The granting of this formal request, subject to approval by the Board of Directors, shall enable the Trainee to resume CJEP training at a later date with their previous attainments recognised.
- 2.6** Trainees wishing to resume training must complete and submit to the Chairperson of the CJTC the approved enrolment form which must include evidence of the formal attainments in that Group, accompanied by the prescribed fee, a minimum of 14 days prior to the commencement of the Sub Group they are making Application for.
- 2.7** The maximum time for completion of a Group as a whole, shall be four (4) years. After that time the Trainee shall be required to re-apply for re-entry and must undertake an open book exam on subsequent changes to Standards or on newly recognised breeds and recommence Module 2 of the training. Critiques shall only remain valid for a four (4) year period.

3. Teaching Aids and Materials

- 3.1 Rules and Regulations:** DOGS NSW Regulations Part III
- 3.2 Anatomy:** The publication/s approved by Dogs Australia shall be the references for Anatomy.
- 3.3 Canine Terms:** The Glossary of Terms as published by Dogs Australia.
- 3.4 Breed Standards** as approved by Dogs Australia.
- 3.5 Extensions to Breed Standards** as approved by Dogs Australia, where available, should be used in the preparation of all lectures, but must not be used as the basis in Theory Examinations, excepting for a Single Breed Theory Examination.
- 3.6** Any other material as authorised by Dogs Australia from time to time.

4. Aspiring Judges Entrance Program

4.1 Aspiring Judges Entrance Program (1st Group or Single Breed)

To enrol in the Program as an Aspiring Judge, a member must fulfill the following criteria:-

- 4.1.1** Be 18 years of age or over.
- 4.1.2** Attain an overall PASS in the DOGS NSW Members Education Program.
- 4.1.3** Have been a member of a Dogs Australia Member Body for a minimum of eight (8) years during the ten (10) years immediately prior to the date of the application.
- 4.1.4** Be a resident in the State of New South Wales and provide proof of that primary residence or with written approval from the relevant Member Body in which State they reside.
- 4.1.5** Have bred at least three (3) litters under their own or shared Prefix.
- 4.1.6** Have bred at least two (2) champions under their own or shared Prefix.
- 4.1.7** Aspiring Judges must supply a DOGS NSW Stewards Card evidencing that they have completed six (6) stewarding appointments at six (6) separate shows within the two (2) preceding years, four (4) of which must be full Group appointments.
- 4.1.8** Complete and submit the approved enrolment form which must include evidence of the criteria of 4.1.1-4.1.7, above, and be accompanied by the prescribed fee.
- 4.1.9** Aspiring Judges must enrol in the Group that they have been associated with as their first Group.

4.2 Aspiring Judges Entrance Program (German Shepherd Dog as approved by GSDCA)

To enrol in the Program as an Aspiring Judge for the German Shepherd Dog, a member must fulfill the following criteria:-

- 4.2.1** Be 18 years of age or over.
- 4.2.2** Attain an overall PASS in the DOGS NSW Members Education Program.
- 4.2.3** Have been a member of a Dogs Australia Member Body for a minimum of eight (8) years during the ten (10) years immediately prior to the date of the application.
- 4.2.4** be a resident in the State of New South Wales and provide proof of that primary residence or with written approval from the relevant Member Body in which State they reside. **(06/19)**

- 4.2.5** Have bred at least five (5) litters under their own or shared Prefix.
- 4.2.6** Have bred at least five (5) animals under their own or shared Prefix that have received the GSDCA grading of Excellent in the conformation ring.
- 4.2.7** Have acted as a Steward on at least three (3) occasions at GSDCA Specialist and/or “All Breeds” or “Group” judged events.
- 4.2.8** The applicant will provide a supporting statement from their Club/s of domicile. This should include details of their involvement in the GSDCA Member Club. The information that must be detailed and confirmed by the Club will be, but is not limited to:-
 - 1. Current financial member of a Member Body and GSDCA Member Club.
 - 2. Years of membership of Club and Member Body.
 - 3. History of involvement both current and past in Club, ie, ALL positions held including length of time served in that position.

The supporting statement must accompany the application form.

- 4.2.9** Complete and submit the approved enrolment form which must include evidence of the criteria of 4.2.1–4.2.8, above, and be accompanied by the prescribed fee. A copy of this enrolment form and supporting evidence should be forwarded to the GSDCA by the applicant.

5. Aspiring Judges Training Program

- 5.1** The Aspiring Judge must complete and submit the approved enrolment form, with the appropriate fee, for the Group Entrance Theory Examination on Breeds in the Group for which they are training. There shall be no more than one (1) Group Entrance Examination per calendar year for Aspiring Judges.
- 5.2** A 75% pass in the Group Entrance Theory Examination for their first Group will enable the Aspiring Judge to apply to enroll in the Conformation Judges Education Program. There shall not be a Group Entrance Examinations for subsequent Groups-undertaken.
- 5.3** The Chair of the Conformation Judges Training Committee will be any DOGS NSW member of good standing that has knowledge of and has been involved with the Conformation Judges Education Program in any State Member Body of Dogs Australia in any prior year. **(10/23)**
- 5.4** The Chair of the CJEP Examinations Committee shall be an All Breeds Judge of at least five (5) years standing. **(10/23)**

6. Trainee Judges Program (1st and Subsequent Groups)

6.1 A Trainee Judge acknowledges, upon submitting a signed enrolment form to DOGS NSW to enrol into the Conformation Judges Education Program that, upon approval of their application by DOGS NSW, they shall be governed by the DOGS NSW Regulations Part III, including Clause 4.1.3 above, which is operational at the time of their enrolment and any amendments that may be made from time to time.

- (a) To qualify for the four (4) Sub Group Theory Examinations in their first and subsequent Groups, the Trainee Judge must have submitted the enrolment form "Trainee Judges Application (Group and Single Breed) - Module 1 & Theory Examination" together with the prescribed fee and have met all of the requirements of Module 1 below for each Sub Group.
- (b) To qualify for a Group Practical Examination in their first and subsequent Groups, the Trainee Judge must have attained an overall pass in the Group Theory Examinations as detailed in Section 9, completed Modules 2 and 3, have submitted an application to sit the Practical Examination and paid the appropriate fee.
- (c) A Trainee Judge may only undertake one (1) Group Practical Examination per calendar year, subject to meeting all requirements.
- (d) A Trainee Judge shall not be permitted to attempt more than two (2) Theory Examinations per Sub Group in the Conformation Judges Education Program.
- (e) A Trainee may undertake to study a maximum of two (2) Sub Groups simultaneously after successful completion of all elements of their first Group.
- (f) A Trainee Judge shall not be permitted to attempt more than one (1) Group Practical Examination in any calendar year.

6.1.1 Module 1. Breed Lectures/Field Events/Seminars

- (a) A Trainee Judge must attend a minimum of 75% of breed lectures in the Sub Group.
- (b) A Trainee Judge must be present at and participate in the entire lecture, either online or face to face to be credited with attendance.
- (c) Should a Trainee Judge miss any Breed Lecture, they must submit to the Group Co-ordinators, a minimum of one thousand (1,000) word essay on the breed or breeds of the missed lectures within fourteen (14) days of the date of the scheduled breed lecture.

- (d) In the event that a lecture for a breed is not offered, a written essay of a minimum one thousand words (1,000) on that breed will be required and is to be submitted within fourteen (14) days of the date of the scheduled breed lecture.
- (e) All essays must contain a history, a description of the breed, its purpose and all relevant requirements contained within the Breed Standard and be supported by diagrams and/or pictures. Essays must be in the Trainee's own words, must not be cut and pasted from the internet and must contain a history, a description of the breed, its purpose and all relevant requirements contained within the Breed Standard. The standard of essays must comply with Section 7.1.2.
- (f) Failure to submit the essays in accordance with 6.1.1(c)(d)&(e) will render the Trainee ineligible to sit the Sub Group Theory Examinations in the current training Program.

6.1.2 Module 2. Practical Experience

All Trainee Judges must:-

- 6.1.2.1 Judge a minimum of fifty (50) dogs. **Breeds judged must be from as wide a range of breeds in the Group as possible.** Judging may be in the form of hands-on experience by placing dogs at Open Shows, Sweepstakes or Field Events, but not at Breed Lectures.
- 6.1.2.2 Examine and critique fifty (50) dogs from the relevant Group. The breeds critiqued must be from as wide a range as possible, but **MUST** include at least five (5) critiques from each of the five (5) Major Breeds as determined by the Member Body CJTC. This may be achieved by attending field events or shows. All critiques must be countersigned by a Mentor who has examined the dogs and critiques with the Trainee. The critique sheet that has been endorsed by the Trainee and the Mentor, must be sent to the Co-ordinator or Assistant Co-ordinator for their endorsement within fourteen(14) days.

A Mentor may only endorse a maximum of (10) ten critiques per Trainee Judge in any given Group.
- 6.1.2.3 All Trainee Judges may commence completing written critiques for that breed at the conclusion of each Breed Lecture.
- 6.1.2.4 The Trainee must attend a minimum of one (1) Field event per Sub Group offered by the CJTC.

6.1.2.5 Members of a Trainee Judge's household (ie, a person who resides at the same address) or members of the Trainee Judge's immediate family (ie, mother, father, sibling or spouse) are ineligible to countersign the said Trainee's critiques or be a Mentor for that Trainee.

6.1.3 Module 3. Breed Specialty Show

All Trainee Judges must attend a minimum of one (1) Breed Specialty Show for the Group, not being the Trainee's own breed. A written critique on five (5) dogs examined at the event must be submitted to the Group Co-ordinator within fourteen (14) days of the event. The critiques must be endorsed by a Mentor present on the day. These five (5) critiques are in addition to the fifty (50) required in Section 6.1.2.2. The Trainee Judge must lodge all critiques within fourteen (14) days of attendance at the Specialty Show.

6.1.4 Failure to complete any components of Modules 2 & 3 will render the Trainee Judge ineligible for the Practical Examination in the current training Program.

7. Single Breed Training Program

7.1 To enrol in the Single Breed Training Program, an Aspiring Judge must:-

7.1.1 Comply with Regulation 5.1, above.

7.1.2 Submit a minimum of a one thousand (1,000) word illustrated essay on the relevant breed and attend the breed lecture in the year of applying for the Theory Examination after being ratified by the DOGS NSW. The essay is subject to approval of the CJTC as conforming with the conditions of this clause and achieving the required level of competency.

7.1.3 Where conducted, attend (at the discretion of the DOGS NSW) the Breed Club's Open and Championship Show, the Group Club's Open and Championship Show and the breed judging at an approved major Show, eg, Sydney Royal Show, or the DOGS NSW Spring Fair Dog Show. A written critique on five (5) dogs examined at the event is to be submitted to the Member Body within fourteen (14) days of each event. The critiques are to be countersigned by a Mentor who examined the breed and was present on the day.

7.1.4 To qualify for a Single Breed Theory Examination, the Trainee Judge must have completed and met the requirements of 7.1.2 and 7.1.3, above, and have submitted an enrolment form with the appropriate fee.

7.1.5 To qualify for a Single Breed Practical Examination, the Trainee Judge must have attained a pass in the Single Breed Theory Examination and have submitted an application to sit the Practical Examination.

- 7.2** A Practical Examination for a Single Breed Licence shall consist of one (1) class of five (5) dogs over the age of six (6) months, and one (1) class of five (5) bitches over the age of six (6) months and the Trainee Judge will be required to place the classes and select a Best of Breed and a Runner Up to Best of Breed. The Trainee must not be examined on dogs they own or co-own. Single Breed Practical Examinations will be conducted using the three (3) same Assessors for both dogs and bitches, Best of Breed and Runner Up Best of Breed.
- 7.3** Upon passing the Single Breed Practical Examination, the Trainee Judge shall be listed as a Dogs Australia Championship Show Judge for that breed.
- 7.4** Where a Trainee Judge fails a Single Breed Practical Examination, to be eligible to undertake the next available Practical Examination they must submit a further five (5) written critiques on the breed, an application to sit the Practical Examination and pay the required fee.
- 7.5** A Trainee Judge may only undertake one (1) Single Breed Practical Examination per calendar year.

8. Appointment of Assessors.

To be appointed by the CJEP Examinations Committee, an Assessor must not be a Trainee Judge in the current training Program and must:-

- 8.1** Hold an Accredited Assessors Certificate issued under the Dogs Australia Accredited Assessors Program stating that the Assessor has completed the competency training;
- 8.2** Have held the Dogs Australia Breed or Group Championship Licence for a minimum of five (5) years for the Group or Breed being used in the examination; and
- 8.3** Have judged the Group or Breed being used in the examination on at least three (3) occasions.

9. Theory Examinations

Theory Examinations must be undertaken at a venue nominated by the DOGS NSW CJEP Examinations Committee and be supervised by the Clerk of Examinations or such person as approved by the Board of Directors. Members of a Trainee Judge's household (ie, a person who resides at the same address) or members of the Trainee Judge's immediate family (ie, mother, father, sibling or spouse) are ineligible to supervise Theory examinations being taken by the Trainee Judge.

- 9.1** All Group/Breed Theory Examinations shall consist only of "short answer" and/or "multi choice" questions. All Theory Examinations will be undertaken online.

- 9.1.2** Where a Trainee is enrolled in two (2) Groups and the Theory Examinations are held on the same night, the Trainee will complete one examination, have a ten (10) minute break then commence the second Theory Examination.

- 9.2** The Group Theory Examination shall consist of four (4) Sub Group papers. To obtain an overall pass in the Group Theory Examination, a Trainee Judge must obtain a 75% aggregate pass over the four (4) Sub Groups and must also attain a minimum of 75% pass in three (3) of the four (4) Sub Groups to be eligible to continue towards a Practical Examination. All Trainee Judges shall be required to sit the four (4) Sub Group Theory Examinations.
- 9.3** The Dogs Australia Breed Standards shall be the only basis for the Group Theory Examinations EXCEPT for Single Breed Aspirants where the Dogs Australia Extended Breed Standards may be used.
- 9.4** Where there is an FCI approved breed that is rarely seen in the show ring and has few or nil registrations (eg, Caanan Dog, Eurasier, Canadian Eskimo Dog, Shikoku), after attending a breed lecture, Trainees will sit an online open book examination for the selected breeds to be completed within fourteen (14) days of completion of the breed lecture. These breeds will not form part of the examined breeds in the Sub Group Theory Examination. **(03/23)**
- 9.5** A Trainee Judge who has failed a Theory Examination (other than multiple choice) may request a remark of their paper. Such requests are to be in writing and submitted to the DOGS NSW Office within fourteen (14) days of advice of the result of the paper. Two (2) Examiners appointed by the Chairman of the DOGS NSW CJEP Examinations Committee will separately remark the paper. The Examiners shall not be the original markers of the paper concerned (if the examination was completed as a hard copy exam).
- 9.6** A Trainee Judge must successfully complete the Group Theory Examination in the chosen Group before proceeding to a further Group. They must also pass within three (3) attempts. If the previous criteria is not met or achieved, then they may not re-sit the examination for that Group for a period of two (2) years.
- 9.7** All Sub Group Theory Examinations must be set by an Accredited Assessor nominated by the DOGS NSW CJEP Examinations Committee.
- 9.8** Should a Trainee Judge provide documentation, to the satisfaction of the DOGS NSW CJEP Examinations Committee, that they were incapacitated or have a significant reason for their inability to attend on the date of a scheduled Theory Examination, the CJEP Examinations Committee may then permit the Trainee Judge to complete a Post Examination at a time to be scheduled by the CJEP Examinations Committee.
- 9.9** Should a Trainee Judge provide proof, to the satisfaction of the DOGS NSW CJEP Examinations Committee that they will be Interstate on the date of the Theory Examination they may then be permitted to sit the Theory Examination in that State on the same date and time as the scheduled Theory Examination. This shall be organised between the relevant State Member Bodies with the initial request being from the DOGS NSW CJEP Examinations Committee.

9.10 All Sub Group Theory Examinations shall be held for life subject to completing an open book examination for any breed that may have been added at a later date to that Sub Group when a Trainee is continuing after an approved hiatus.

10. Practical Examinations

10.1 Practical Examinations must be undertaken at a venue nominated by the DOGS NSW CJEP Examinations Committee and be supervised by the Clerk of Examinations.

10.2 There shall be no more than one (1) Practical Examination per Group per calendar year apart from any new examination conducted as a consequence of 10.9(b), below, or other relevant DOGS NSW Regulation. Trainees may not undertake a Practical Examination for more than one (1) Group per calendar year. Trainee Judges, once enrolled in the DOGS NSW Conformation Judges Education Program may only undertake a Practical Examination conducted by DOGS NSW except with the consent of DOGS NSW Board of Directors.

10.3 The examination shall be conducted on two (2) classes, each class of a different breed and consisting of five (5) dogs over the age of six (6) months, and a third (3rd) mixed class of five (5) different breeds over the age of six (6) months, excluding the two (2) breeds previously used.

10.4 A dog owned or co-owned by a member of any Examination Panel must not be used in an examination class in which that Examiner is participating.

10.5 Three (3) Assessors shall be appointed as a Panel for each class in a Practical Examination (refer 8.1, 8.2, 8.3). They must not be a Trainee Judge in the current training Program. After the commencement of the Examination, they must not confer on the merits, or otherwise, of the dogs presented for examination. Assessors are required to mark the placings of all dogs in a class from first to last on the prescribed form. Trainee Judges are to be encouraged not to spend more than five (5) minutes on each dog, which is the time allocated to examine, move and critique each exhibit.

10.6 The Trainee Judge for the breed classes shall place the exhibits in order of merit, record the placings and will be required to answer questions on the class. Group Class, the Trainee Judge shall place Best, Runner Up and Last and will be required to answer questions on the class.

10.7 To gain a pass in a class, the Trainee Judge must be passed by at least two (2) of the Assessors. It is not necessary for the Trainee Judge's and Assessors' placings to be the same, but Assessors must consider all aspects of the Trainee Judge's reasons for the placings and whether the Trainee Judge has the better dogs at the front of the class and the poorer at the back. The Assessor must make his/her own independent assessment of Pass or Fail.

10.8 To be granted an overall pass, the Trainee Judge must pass two (2) Breed classes and then one (1) Group Class.

- 10.9** The results of Practical Examinations shall be collated by the DOGS NSW Committee Secretary/Examinations Administrator and approved by the DOGS NSW CJEP Examinations Committee and Clerk of Examinations. Trainee Judges will be notified of their results by the Administration of DOGS NSW as soon as possible but no earlier than one (1) working day (24 hours) from the date of the examination. Examiners must not divulge their individual assessment of a Trainee Judge. Results shall not be given at the time of the Practical Examination.
- (a) In the case of a failed result, should the Clerk of Examinations have any concerns in regard to the inappropriateness of the Practical Examination paperwork or the conduct of the examination, the concerns will be reported to the next available DOGS NSW Board meeting.
 - (b) Should DOGS NSW Board concur with the Clerk of Examination's concerns, a new Practical Examination will be conducted for the relevant Trainee Judge.
- 10.10** Where a Trainee Judge believes they have a legitimate reason for not wishing to be examined by a particular Assessor/s, they may submit a maximum of two (2) names to the DOGS NSW CJEP Examinations Committee of those they do not wish to be examined by, in writing at the time of applying for a Practical Examination. They must set out the reasons for such request. DOGS NSW CJEP Examinations Committee shall retain the right to refuse any such request.
- 10.11** The DOGS NSW CJEP Examinations Committee, when approaching an Assessor to examine Trainee Judges at a Practical Examination, must advise the Assessor of the names of the potential Trainee Judges and the Assessor shall advise the DOGS NSW CJEP Examinations Committee, as soon as practicable, if there are any Trainee Judges they do not wish to examine or for whom it would be inappropriate for them to examine due to any contractual or ethical reason. Members of a Trainee Judge's household (ie, a person who resides at the same address) or members of the Trainee Judge's immediate family (ie, mother, father, sibling or spouse) must not act as an Assessor at the said Trainee's Practical Examination.
- 10.12** A Trainee Judge must not travel to or from a Practical Examination with an Assessor/s who has been engaged to assess the Group for which the Trainee will be undertaking a Practical Examination.
- 10.13** No person shall make any photographic or video recording of any part of a Practical Examination except with the prior permission of DOGS NSW.
- 10.14** Whilst undertaking a Practical Examination, a Trainee Judge must not have in his/her possession, at ring side or during the examination, a mobile telephone, an electronic device or a copy of the breed standard or notes. The only document allowed is the Examination Placement Sheet provided by the CJEP Examinations Committee. Any Trainee found to be in breach of this Regulation shall be immediately dismissed/expelled from the current training Program.

- (a) Trainees will be notified of the breeds they will be examined on thirty (30) minutes before the Practical Examination is scheduled to start. Trainees may revise their standards and study material.
- (b) The Practical Examination commences when Trainees step into the examination ring and time is started. The Practical Examination for that breed or Group is completed when the last Trainee has been questioned by the Assessor Panel.

10.15 Should a Trainee not achieve a pass result in a Practical Examination, then to qualify to take a further Group Practical Examination a Trainee Judge must judge a further twenty five (25) dogs and examine and critique a further fifty (50) dogs concurrent with the training Program in progress, in accordance with 6.1.2, above, and submit the approved enrolment form accompanied by the requirements of this clause. They may then attempt the next available Practical Examination in that training Program.

10.16 Should a Trainee hold a pass result in the Theory Examination, to qualify to take a Group Practical Examination a Trainee Judge must complete all requirements for Clause 6.1.2: Module 2-Practical Experience and Clause 6.1.3: Module 3-Breed Specialty Show concurrent with the training Program in progress and submit the approved enrolment form accompanied by the requirements of this clause. The Trainee Judge may then attempt the next available Practical Examination in that training Program.

10.17 Upon passing a Group Practical Examination the Trainee Judge shall be listed as a Dogs Australia Championship Show Judge for that Group.

10.18 A Trainee Judge who has failed a Practical Examination may request a review. Such requests are to be in writing within seven (7) days of advice of the result of the examination. An Accredited Assessor appointed by the Chairman of the CJEP Examinations Committee, as well as where possible the Co-ordinators and/or Assistant Co-ordinators, will mentor the Trainee Judge and provide feedback that may assist the Trainee in future exams.

10.19 Should a Trainee Judge provide documentation, such as a medical certificate, to the satisfaction of the DOGS NSW CJEP Examinations Committee, that they were incapacitated or medically unfit causing inability to attend on the date of a scheduled Practical Examination, the CJEP Examinations Committee may then permit the Trainee Judge to complete a Post Examination at a time to be scheduled by the CJEP Examinations Committee. The Trainee Judge must notify the CJEP Examinations Committee as soon as practicable but **no later** than the commencement time of the Trainee's Practical Examination.

11. General

11.1 DOGS NSW may consider an application from a person transferring residence from another State or Territory of Australia or overseas, who can provide evidence of their eligibility.

- 11.2** DOGS NSW may consider for approval an application from an applicant over the age of eighteen (18) years, who otherwise would not qualify under Regulations 4.1 or 7.1, above, provided such applicant demonstrates an active involvement in canine activities for the minimum period, or as a handler for parents and others in ordinary classes and supply such other evidence of experience as the DOGS NSW CJTC may require.
- 11.3** Subject to the approval of the Member Body in the State of the applicant's residence, that applicant may be approved to enrol in a Conformation Judges Education Program of another State or Territory where it is established that the Program is more convenient.
- 11.4** A Member Body may recognise an occasional attendance by a Trainee Judge at a lecture, Field event or other training instruction conducted by another Member Body and if so recognised, the member shall receive a credit from their Member Body for that attendance.
- 11.5** A Trainee Judge shall not undertake a concurrent training Program in another State or Territory and once enrolled in the Member Body Conformation Judges Education Program they must complete the Program with that Member Body except where the Trainee Judge relocates to another State or Territory.
- 11.6** Members of a Trainee Judge's household (ie, a person who resides at the same address) or members of the Trainee Judge's immediate family (ie, mother, father, sibling or spouse) are ineligible to countersign the said Trainee's critiques or be Mentors, Assessors or Examiners or Assistants at examinations (Practical or Theory) being taken by the Trainee Judge.
- 11.7** The CJTC reserves the right not to conduct metropolitan training for any Group that does not attract applications for the Conformation Judges Education Program from at least five (5) applicants who are not Distance Trainee Judges.
- 11.8** A Member who is enrolled in a Training Program shall be entitled to judge at a Sanction Show under the supervision of an official of such Program or of a Judge appointed for that purpose by the DOGS NSW CJEP Examinations Committee.

12. Appeals

- 12.1** Appeals against the decisions of the CJEP Examinations Committee when Theory Examinations have been reviewed will not be permitted.
- 12.2** Where a Trainee Judge believes that the Practical Examination for which they were a participant was not conducted in accordance with the Regulations, they must lodge an appeal with the Clerk of Examinations before the conclusion of said Practical Examination or no later than six (6) days after the conclusion of said Practical Examination and should detail the Regulation/s that are alleged to have been breached. Appeals received after this time will not be considered. **(02/23)**

13. Code of Conduct

13.1 No Trainee Judge will disclose any information from a Mentor, Assessor or fellow Trainee Judge prior to, during or after any Practical Examination, Field Day, Sweepstakes, Open Show or lecture, as this information must remain confidential. Any alleged breach may be referred to the CJTC who may recommend disciplinary action against the Trainee Judge.

14. Program Fees

14.1 Fees which are commensurate with administrative and actual costs shall apply to each level of Examination until otherwise determined by the Board of Directors, the fees (including GST) will be:-

- Aspiring Judge Training Program 1st Group only (includes Examinations) **\$114.00 (incl GST)**
- Trainee Judge Group Program (Lectures, Theory & Practical Examinations) per Sub Group **\$127 (incl GST)** payable when enrolling in each Sub Group
- Trainee Judge Single Breed Program (Lecture, Theory & Practical Examinations) **\$230.00 (incl GST)**
- Trainee Judge Practical Examination per Group (for Candidates who hold a credit for a pass from a previous Group Theory Examination) **\$114.00 (incl GST)**

14.2 Should a Trainee Judge fail to achieve a **PASS** in the Theory Examinations for the Group or withdraw from the Training Program, **NO** refunds of the above fees shall be allowed.