
D1 STUDY GUIDE

The United States Pony Clubs, Inc., establishes Standards of Proficiency within the framework of the international Pony Club movement as the educational curriculum for a program of instruction and evaluation of its members for certifications in three primary areas: Horse Management, On the Flat, and Over Fences.

The D-Levels offer an introduction to the fun and challenge of riding, establishing a foundation of safety habits and knowledge of the daily care of a mount and related equipment. The D-level Horse Management focuses on acquiring the knowledge and skills related to care and ground handling of the mount. The D level-member may also learn and be evaluated on riding independently on the flat, with control, maintaining a reasonably secure position at the walk, trot and canter. In addition, the D-level members may choose to learn and be evaluated while riding their mounts over low fences.

All D certificates are awarded at the club/center level.

How to use the Study Guide:

There are two sections to the Study Guide to help you prepare for your rating.

Horse Management Expectations: This section has the Horse Management Standards you will need to know for your rating. There is space for you to answer the questions you will be asked at your test. Be as thorough as possible with your answers!

Riding Test Expectations: This section lists the riding skills you will be tested on at your rating. Please review them carefully with your instructor to insure you are prepared for the D1 test!

When you are done with the rating, keep your Study Guides. They will help you prepare for the next rating, rally or even your next lesson plan!

Best of luck on your rating!

TESTING INFORMATION FOR D-LEVEL CANDIDATES

Requirements for All Candidates

- Be a Pony Club Member in Good Standing.
- Have a thorough knowledge of requirements of the level being tested and be able to discuss and/or demonstrate any requirements from all previously attained standards.
- Candidate must be evaluated on and successfully meet the standards on all sections of the selected test before being awarded the new certificate.
- Adhere to the USPC code of Conduct at all times.

Attire

- Safe, workmanlike attire, including proper footwear, must be worn in the barn area and when working around mounts. Refer to the Horse Management Handbook.
- Refer to D Standards of Proficiency, in this document, for proper Turnout and mounted attire.
 - Rider in safe and neat attire: collared shirt with long or short sleeves, long pants with shirt tucked in, short or tall riding boots or shoes that cover the ankle and have a boot heel. Pony Club pin, medical armband, and a properly fitted equestrian helmet, securely fastened, containing certification that it meets or exceeds the criteria established by a national or international safety body, is required to participate in any USPC activity (see USPC Policy 0125A). Long hair neatly up or back. Half-chaps, gloves, show coat and belt optional. No inappropriate jewelry.
 - Mount neatly brushed; hooves picked out. Showing farrier care.
 - Tack safe and neat
- An USPC medical information armband must be on the candidate's person, as described by the Horse Management Handbook.
- A properly fitted equestrian helmet, securely fastened, containing certification that it meets or exceeds the criteria established by a national or international safety body, is required to participate in any USPC activity (*see USPC Policy 0125A*) and must be worn during Turnout and when riding and longeing. Safety vest wear is at the discretion of the member, parent, or guardian.

Presentation of Mount for Turnout

- Standards for Turnout are indicated in the Standards of Proficiency and on each appropriate test sheet. Refer to the Horse Management Handbook.
- For the purposes of the test, braiding of the mount is not allowed.
- All tack must be clean, show regular care and suppleness, and be well adjusted and in good repair.
- Stand by mount, on near side, with Examiner, facing rear, reins in left hand below bit, slack in right, changing sides with Examiner.

Equipment

- While the D-level Standards of Proficiency are not specific to any riding sport or discipline, saddlery and bitting for D-level should comply with the Horse Management Handbook rules on Saddlery and Bitting, as well as with any current USPC discipline rules for Saddlery and Bitting.

Appropriate Horse

- USPC's commitment to safety for all horses and riders is paramount during a testing at any level. Candidates may bring their own, borrowed, leased or rented mounts to a test. They may present with more than one mount at a test. The care of each of the candidates' mounts at a test is the responsibility of the candidates themselves.
- It is the responsibility of the candidate and his/her parent(s) or guardian to bring to or arrange for an appropriate mount(s) at the test. The properly conditioned mount(s) must be capable of the skills required for the level being tested, to include standing for evaluation of the Turnout, bandaging and longeing.
- While not recommended, the sharing of suitable mounts at a test is allowed. However, sharing should only be permitted if
 1. each proposed candidate is familiar with the mount and has longed or ridden it prior to the test, successfully and safely at the level being evaluated, On the Flat and Over Fences, as applicable; and
 2. each proposed candidate informs the test organizer of condition and the test schedule. As the safety of horses and riders are paramount, if Examiners determine that shared mounts' condition or other circumstances preclude the continued participation of those mounts in the test, they may indicate the candidates in question must withdraw from the test.
- Failure to follow these guidelines will make it difficult for the candidate to meet the standards on that given day or testing experience.

Information on Conducting a Test

- Please review the Guidelines for Club and Center-Level Testings found online at www.ponyclub.org.
- Clubs and Centers must facilitate a testing opportunity for members a minimum of twice a year. Dates are determined by the District Commissioners (DC) or Center Administrators (CA). This may be done within the club/center, in partnership with another club/center, or organized by the Region. By networking with other clubs/centers within the Region to establish group tests with other clubs/centers, increased opportunities to rate can be made available to members.
- At the D/C Levels, tests are designed to and should be conducted in one day. If, due to unforeseen circumstances (such as weather or footing), it is not possible to complete a test in one day, all requirements must be tested/completed within a one-month period if possible.
- A testing should be educational, working session, covering requirements listed on the tested Standards. However, it is not a "lesson" on each section.

- Oral testing and/or demonstration are required for all parts of the horse management phases. Written tests are not allowed. However, at the discretion of the Examiner(s), members may use their own writing and/or drawing to convey their answers during the questioning and/or discussion periods of the test.
- There is no set time limit between taking any of the C-level Tests, but each certificate must be attained in the proper order, and no levels may be skipped. Usually the Horse Management skills and knowledge must be attained prior to presentation of or any riding skills evaluation. However, there may be exceptions due to weather and facilities. If the riding sections are evaluated prior to the Horse Management sections, then the award of the certificate must wait until the successful evaluation of the Horse Management section.
- Similarly, the On the Flat sections of the riding skills must be evaluated prior to presentation for the Over Fences evaluation. If members do not meet standard in any portion of the On the Flat section, they may present to the Over Fences section of the evaluation only with the approval of the Examiner. If they subsequently meet standards in the Over Fences evaluation, the award of the certificate must wait until the successful evaluation of the On the Flat is complete.
- The DC, CA, and/or an adult designated by the club, center, or Region, must be present throughout the testing day. In addition, USPC strongly encourages the use of “Impartial Observers” at the tests.

Retest Information

- Upon recommendation of the Examiner and with approval of the DC or CA, a candidate who does not meet standards at a test may be retested within one month. They are only required to retest the sections of the standards the candidate did not previously meet successfully.
- In general, retest opportunities are only available if the member meets standards on at least two-thirds of the skills or knowledge expected in each section. Please refer to each test sheet for each certificate level for specific requirements for retests.

Examiners (D-1 through C-2)

- Please review the Guidelines for Club and Center Level Testings found online at www.ponyclub.org
- The DC, CA, or in the case of a regional testing, the RS, selects the Examiners for the D-1 through C-2 tests, based on recommendations of USPC leaders and volunteers and/or participation in a regionally- facilitated Standards of Proficiency clinic.
- Examiners should be selected with care, should be completely knowledgeable of the Standards of Proficiency at the level(s) they are testing, as well as the level(s) above and below the one(s) they are testing. DCs, CAs, or RSs must ensure that Examiners have a copy of all current USPC Standards, test sheets, and study guides prior to the test.
- Examiners should be mature and sensitive to both young people and their adult supervisors.

- Examiners must conduct tests in an educational framework, setting a positive tone that makes every effort to draw the best from each candidate, without allowing the test to become a lesson on the skill in question.
- While the test is intended to be a learning experience, Examiners should take care to encourage the candidates to express what they know, rather than a demonstration of what the Examiner knows.
- Examiners should bear in mind that candidates and their responses and performances may range from adequate to superior, and anyone within that range, that “Meets Standard” or better, should pass.

Responsibilities and Authorities

- The USPC Vice President of Instruction is responsible for the Standards of Proficiency and the general USPC certification program. While the actual management may be delegated, for club/center level tests, the club DC or CA is responsible for the scheduling, organizing, and conduct of the tests. This may be in coordination or cooperation within the Region or other clubs/centers.
- Any special testing requests, including exceptions or exemptions, must be submitted to the USPC National Office, Attention: Director of Instruction, through the District Commissioner and the Regional Supervisor. The Director of Instruction forwards exceptions or exemptions requests to the Chair, D-1 through C-2 Program Committee, for recommendations. The Vice President of Instruction is the final approval authority.

HORSE MANAGEMENT EXPECTATIONS

The candidate is a beginning-level horse manager, willing to learn the simple routine necessary for safe handling of quiet, well trained horses. His or her knowledge will vary widely depending on age, educational level, and experience.

TURNOUT/TACK

- *Rider in safe and neat attire:*
 - *collared shirt with long or short sleeves*
 - *long pants with shirt tucked in*
 - *short or tall riding boots or shoes that cover the ankle and have a boot heel.*
 - *Pony Club pin*
 - *medical armband*
 - *a properly fitted equestrian helmet, securely fastened, containing certification that it meets or exceeds the criteria established by a national or international safety body, is required to participate in any USPC activity (see USPC Policy 0125A).*
 - *Long hair neatly up or back.*
 - *Half-chaps, gloves, show coat and belt optional.*
 - *No inappropriate jewelry.*
- *Mount neatly brushed; hooves picked out (with assistance if needed); showing farrier care.*
- *Tack safe and neat (properly adjusted with assistance if necessary).*

CONDITIONING

- *Know one reason for cooling out mount after exercise.*

Why do you have to cool your pony after a ride:

- 1.
- 2.
- 3.
- 4.

STABLE MANAGEMENT

- *Groom mount with brush and curry comb, pick out feet, with assistance.*

Step-by-step description for grooming:

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.
- 8.
- 9.
- 10.

- *Tack up and untack mount, with assistance.*

Describe the steps your do to tack up your horse:

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.
- 8.
- 9.
- 10.

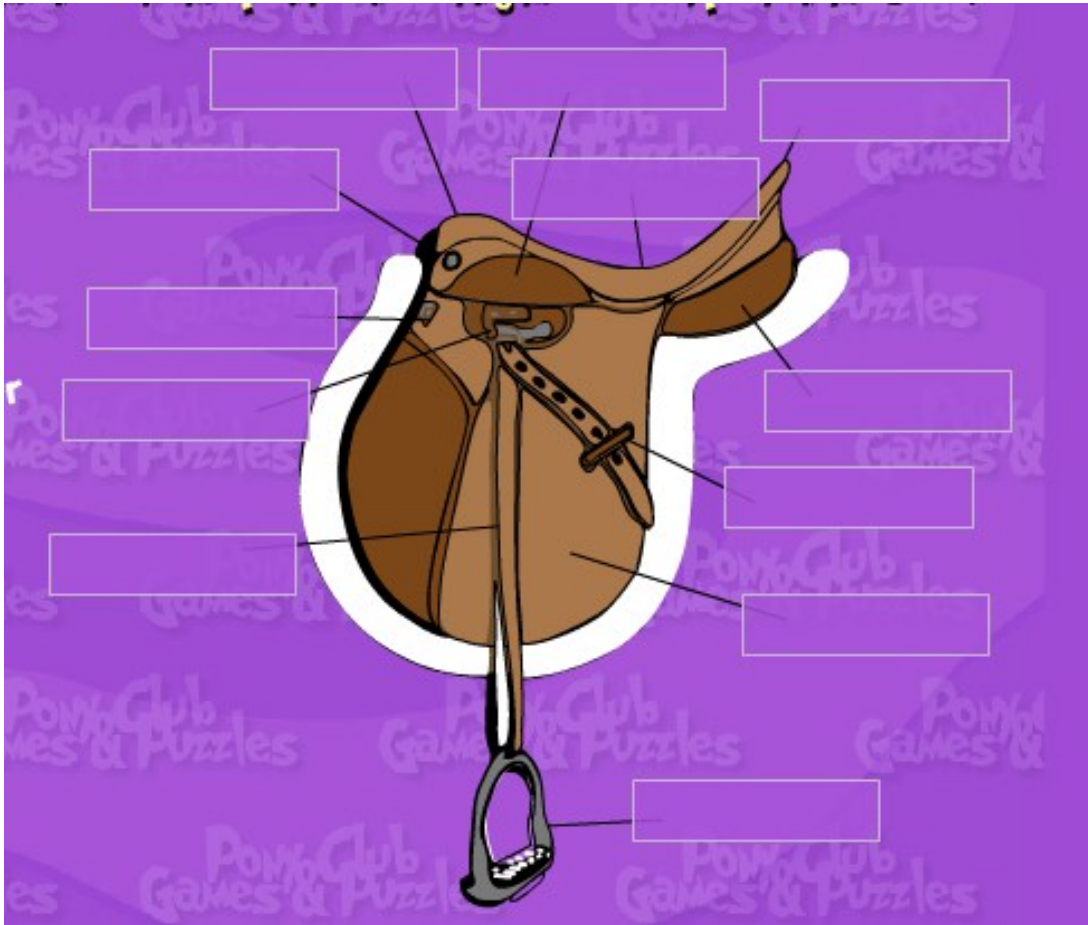
Describe the steps your do to untack your horse:

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.
- 8.
- 9.
- 10.

- Name 10 parts of saddle and bridle (any).

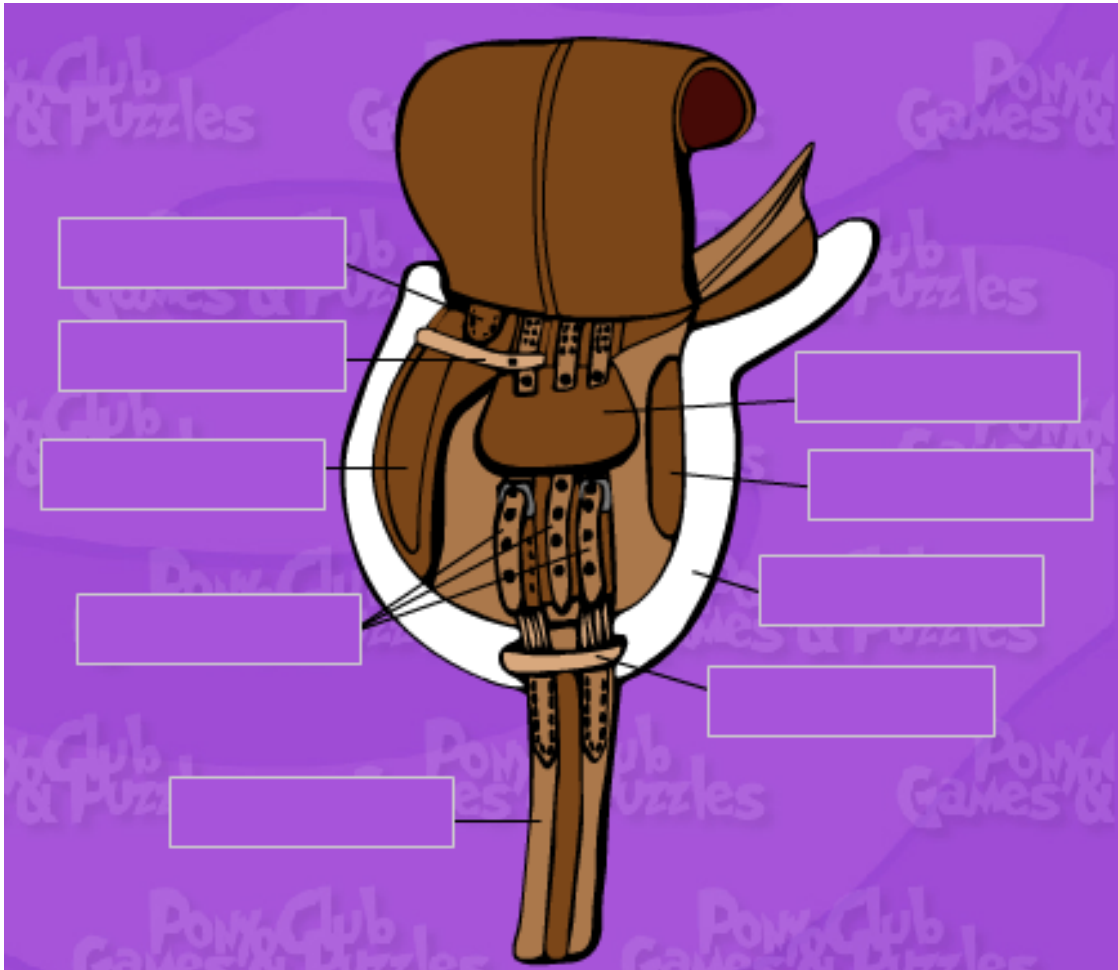
Write the parts of the saddle in the boxes provided:

Fun: play the game at <http://www.i-uspc.org/games/flash/saddle/games/saddle.htm>



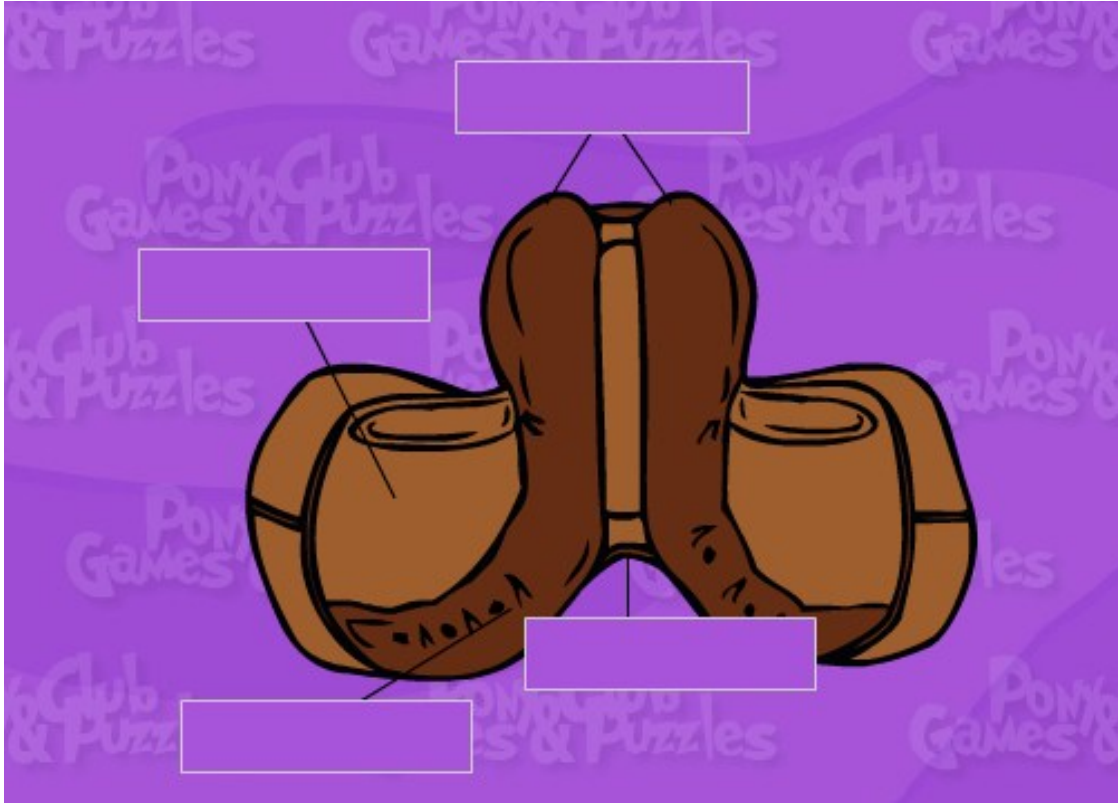
Write the parts of the saddle in the boxes provided:

Fun: play the game at <http://www.i-uspc.org/games/flash/saddle/games/underpinnings.htm>



Write the parts of the saddle in the boxes provided:

Fun: play the game at <http://www.i-uspc.org/games/flash/saddle/games/underside.htm>



- Know two reasons for cleaning tack.

Why should you clean your tack:

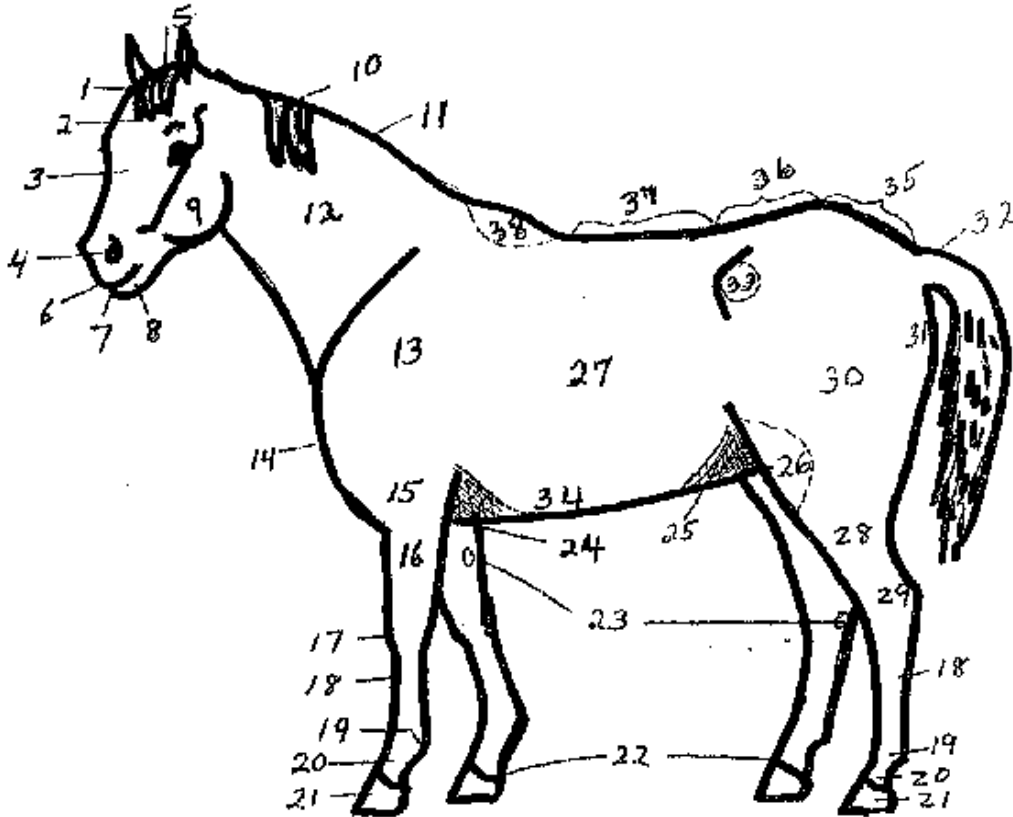
- 1.
- 2.
- 3.
- 4.
- 5.

BREEDS, PONY PARTS, CONFORMATION & LAMENESS

- Name any 10 parts of the mount (such as mane, tail, leg, eye, etc.).

How many parts can you name:

Fun: Play the game at <http://www.i-uspc.org/games/pony.htm>



- | | | |
|-----|-----|-----|
| 1. | 14. | 27. |
| 2. | 15. | 28. |
| 3. | 16. | 29. |
| 4. | 17. | 30. |
| 5. | 18. | 31. |
| 6. | 19. | 32. |
| 7. | 20. | 33. |
| 8. | 21. | 34. |
| 9. | 22. | 35. |
| 10. | 23. | 36. |
| 11. | 24. | 37. |
| 12. | 25. | 38. |
| 13. | 26. | |

- Know color and breed of own mount.

What is the breed of your horse:

What color is your horse:

TRAVEL SAFETY

- *Know basic rules of safe riding in a group, in an enclosed area.*

What are some of the rules you need to follow when there are others riding in the arena with you:

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.
- 8.
- 9.
- 10.

RECORD BOOK

- *Bring a stall card for own mount to show examiner.*

Fill out a stall card for your horse:

http://www.ponyclub.org/resource/collection/FF3942AF-A93A-4A82-AD78-D2FA9B588C87/HM-Stall_Card.pdf

What are some of the information that needs to be on a stall card:

- 1.
- 2.
- 3.
- 4.
- 5.

HEALTH CARE & VETERINARY KNOWLEDGE

- *Discuss what a veterinarian is.*

- *Give one reason a vet might treat your mount.*

LAND CONSERVATION

- *Verbally list three different places in your area where horse activities take place. Include where you have your Pony Club mounted meetings.*
- List three place you know where there are horse activities in your area (Pony Club meetings, Rodeos, Racing, Trail riding)**

- 1.
- 2.
- 3.
- 4.
- 5.

LEADING & LONGEING

- *Approach mount safely, put on halter, lead and turn correctly and safely.*
- What side of the pony should you be on?**

Where should your hands be?

How should you hold the lead rope?

How do you turn your pony?

FOOT & SHOEING

- *Give one reason to pick out hooves.*
 - 1.
 - 2.
 - 3.
- *Tell whether your mount wears shoes or not.*

RIDING EXPECTATIONS

Candidate should ride in an enclosed area without lead line, demonstrating basic balanced position at the halt and walk, and control at the walk and trot.

Riding on the Flat

- Ride on flat using Riding Expectations.
- Mount and dismount, with assistance if necessary.
- Pick up and hold reins correctly at halt.
- Pick up stirrups at halt.
- Shorten and lengthen reins correctly at the halt.
- Demonstrate basic correct position at the halt and walk.
- Ride at the walk and trot, with control, keeping mount on rail.
- Demonstrate simple change of direction at the walk and trot.
- Perform gradual transitions from walk to trot and walk to halt.

Riding Over Fences

- Ride over fences using Riding Expectations.
- Walk over poles on the ground in jumping position.
- Discuss with Examiner the reason for different positions when riding on the flat and over fences.