

Registration Form

NAME _____
ADDRESS _____
CITY _____
STATE _____ ZIP _____
PHONE: DAY _____
PHONE: EVENING _____
FAX _____
EMAIL _____

Please register me for the following:

Instructor Workshop ONLY* \$350.00
September 18-19
Instructor Workshop AND
One-Day Certification * \$600.00
September 18-20
Certification ONLY** \$275.00
September 19-20

** MUST have proof of having attended a NARHA Registered On-Site Workshop within the previous two years or provide certification resubmission letter.

* *Lunches, snacks, and drinks are served during Workshop: snacks and drinks are served during certification*

REGISTRATION DEADLINE:

August 20th, 2009 This deadline may be extended for participants in the Workshop only. First priority for certification candidates is given to candidates who are also attending the workshop.

Reimbursement policy: Refunds are offered only in cases of documented illness or injury.

Mail your registration Form, fee, and confirmation letter to:

Horses Help: ATTN : Iya Nagle
PO Box 71005 Phoenix Arizona 85050
2601 E Rose Garden Ln. Phoenix Az. 85050
602-569-6056

*Upon receipt of the Forms and payment, [Horses Help](#) will send you

Horses Help



Therapeutic Riding Center

Your Host Staff:

Gregg Goodman : Executive Director
Gregg.g@horseshelp.org
Robin Miller: Director of Volunteer Services
Robin.m@horseshelp.org
Lisa Pewe: Director of Equine Programs and Services
Lisa.p@horseshelp.org

Meals : Included in Fee

Friday: Continental Breakfast, Lunch, Dinner Cookout at HH
Saturday: Continental Breakfast, Lunch, Dinner on own
Sunday: Continental Breakfast.
Regular Snacks and Drinks will be available

PO Box 71005
Phoenix, Arizona 85050
Phone: 602-569-6056
Fax: 602-765-7031

E-mail: iya.n@horseshelp.org

NARHA Registered Instructor On-Site Workshop

On-Site Instructor Workshop
September 18-19 2009
On-Site Certification
February 19-20 2009

With:

Lead Faculty
Michelle LaFleur

NARHA Certified Advanced Instructor
NARHA Certified Driving Instructor

&

Associate Faculty
Amy Shoffner

NARHA Certified Advanced Instructor

HOSTED BY

Horses Help
PO Box 71005
Phoenix, Arizona 85050
Phone: 602-569-6056

Contact: Iya Nagle for information

iya.n@horseshelp.org
www.horseshelp.org

NARHA

Registered Instructor Certification Process

NARHA offers three levels of Instructor Certification for therapeutic riding: Registered, Advanced and Master. The focus of this workshop and/or certification is the Registered Level.

Phase Two Registered Instructor

Becoming and Instructor:

In order to become a NARHA Certified Instructor, you must successfully complete the two Phases of the certification process. For additional information on this process, please refer to the NARHA website at www.narha.org under *Instructor Certification* drop down menu. Any questions that you have regarding Phase One should be directed to the NARHA office, and questions regarding Phase Two should be directed to NARHA or *Horses Help*.

Phase One (NARHA)

With the submission of your Registered Instructor Certification Application Form, a \$55 application fee, copies of current CPR and First Aid certification cards, and NARHA membership number or membership application (\$45 membership fee) to the NARHA office, you will officially enter into Phase One. Upon receipt, NARHA will e-mail you a **Phase One Packet**.

Phase One Packet includes access to the following on-line components:

- Center Accreditation Training Course (CAT)
- CAT Instructor CAT Exam
- Instructor Self-Study Course
- NARHA Registered Instructor Open Book Exam

NOTE: You will have **six months** to complete the Phase One Packet. Please note the CAT Course/Instructor CAT Exam has a 60 day timeframe and the Instructor Self-Study Course/Instructor Open Book Exam has a 6 month timeframe.

Upon successful completion of Phase One you will receive a confirmation of Instructor-In Training status letter from the NARHA office. At this point, you are considered a **NARHA Instructor-In-Training**. You may retain this designation for **twelve months** from the date of your Confirmation Letter.

Within the twelve month timeframe, you must have completed all the components of Phase Two. These components are:

Complete **25 hours of practice teaching mounted therapeutic riding lessons** under the guidance or direct supervision of a NARHA Certified Instructor

Attend a **Registered Instructor On-Site Workshop**. You must attend a workshop **PRIOR** to the certification component

Successfully complete a **Registered Instructor On-Site Certification**.

If you are interested in attending the On-Site Workshop and/or Certification please complete the attached form and mail with appropriate fees to the address listed. You will also need to include a copy of your confirmation of Instructor-In-Training status letter from Phase One if registering for certification. Candidates are registered on a first come-first served basis, so make sure to register early. All Certification Candidates **must** register 32 days prior to OSWC.

Once registered for the workshop and/or certification, **Horses Help** will send you a **Phase Two Packet**. The packet will include the following information and will need to be completed depending on whether you are registering for workshop and/or certification:

- On-Site Registration Form
- Additional Forms for certification candidates: instructor resume, personal reference, professional reference, and essay questions
- Emergency Medical Treatment, Liability, and Confidentiality Forms
- Documentation of Teaching Hours Form

You will need to complete the Phase Two packet (depends on participation for workshop and/or certification) and return to the *Horses Help* with a copy of your NARHA membership card, and current copies of your CPR and First Aid certification. All Phase 2 Forms must be returned to the Host Site 32 days prior to the beginning of the OSWC.

Day 1—Friday September 18th 2009

Workshop Topics (8:30-5:30) Dinner included

- Disabilities
- Teaching theories, methodology and techniques
- Tack fitting and Adaptive Equipment
- Task Analysis
- Mounting and dismounting techniques
- Volunteer Management

Day 2— Saturday September 19th 2009

Workshop Topics (8:30-4:30)

- Qualities of an instructor
- Skill Progression
- Teaching and learning styles
- Class Structure and format
- Goals and objectives
- Lesson plan development
- Role plays with horses and riders

Saturday Evening:

Workshop Only participants are finished. Certification Candidates take riding exam. Weekend teaching exam assignments are given so that candidates can review files and develop their lesson plans. Candidates will be required to ride the pattern outlined in the Phase 2 application materials. Candidates may choose between Western and English for their riding pattern. Horses Help horses can accommodate riders up to 200 lbs.

Day 3 Sunday September 20th 2009

Certification Candidates Only (8:30-1:30)

Candidates teach a class of two riders with special challenges. Candidates are assigned one 20 minute teaching time. Following the classroom checkouts, candidates will have the opportunity to meet with Evaluators to review and get feedback about their Certification Riding and Teaching Exams.