



PATH Intl. Certified Therapeutic
Riding Instructor (CTRI®)
CANDIDATE HANDBOOK

From policy and application to tips and resources,
this handbook is your guide to PATH Intl. CTRI® certification.

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PATH Intl.
Certified Therapeutic
Riding Instructor (CTRI®)
Job Description

How to use this section:

Review the skills and responsibilities required for all PATH Intl. Certified Therapeutic Riding Instructors.



PATH Intl. Certified Therapeutic Riding Instructor (CTRI®)

JOB DESCRIPTION

The PATH Intl. Certified Therapeutic Riding Instructor (CTRI) is a voluntary, entry-level credential for individuals in the equine-assisted services (EAS) profession who provide riding instruction and therapeutic value to people with disabilities. This may include mounted or unmounted work partnering with an equine. PATH Intl. CTRIs have met established criteria and standards of practice in the field. They have demonstrated their knowledge of disabilities, equines, teaching and human-animal interactions.

SUMMARY DESCRIPTION OF THE CTRI

The PATH Intl. CTRI has the maturity and knowledge to safely and effectively teach basic riding skills to riders with disabilities.

A CTRI should be able to perform the following tasks:

- Conduct an effective, safe and basic equestrian lesson to individuals with disabilities
- Instruct basic ring figures and arena patterns
- Create lesson plans and notes following the lesson
- Set participant goals
- Manage volunteers
- Identify basic horse body language and communication
- Manage equine behavior within a lesson setting
- Groom and tack an equine in preferred discipline
- Properly fit equipment to equine and participant
- Manage basic behavioral issues with equines and riders
- Identify and correct basic student and equine issues during a lesson
- Respond to emergencies (e.g., emergency dismounts, basic horse first aid issues)

With what does the CTRI require assistance from other EAS professionals?

- Matching horses and equipment to riders
- Adapting tack to meet complex needs
- Teaching intermediate equestrian lessons
- Schooling/conditioning program horses
- Identifying form and function blemishes in equines
- Mount and dismount non-ambulatory individuals with disabilities (e.g., wheelchair mount/dismount with or without a lift)
- Manage complex or severe behavioral issues with equines and riders
- Identifying areas for improvement within lessons
- Identify and correct complex student and equine issues during a lesson

With what tools should the CTRI be familiar?

- Equestrian equipment
- Mobility and language assistive devices
- Mounting and dismounting equipment (e.g., ramps, blocks)
- Digital note-taking programs
- Progress tracking scales/measurement tools
- Disability-related resource materials

In what environments should the CTRI be comfortable?

- All equine-related facilities and venues

What is the CTRI NOT expected to do/know?

- Demonstrate advanced riding skills
- Instruct advanced riding skills
- Provide therapy (physical, emotional, educational)
- Manage a therapeutic riding program or center



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PATH Intl.
Certified Therapeutic
Riding Instructor (CTRI®)
Roadmap

How to use this section:

Use as an overview of the steps required to become PATH Intl. CTRI® certified.

1

FIRST, ARE YOU 18 YEARS OF AGE OR OLDER? THEN...

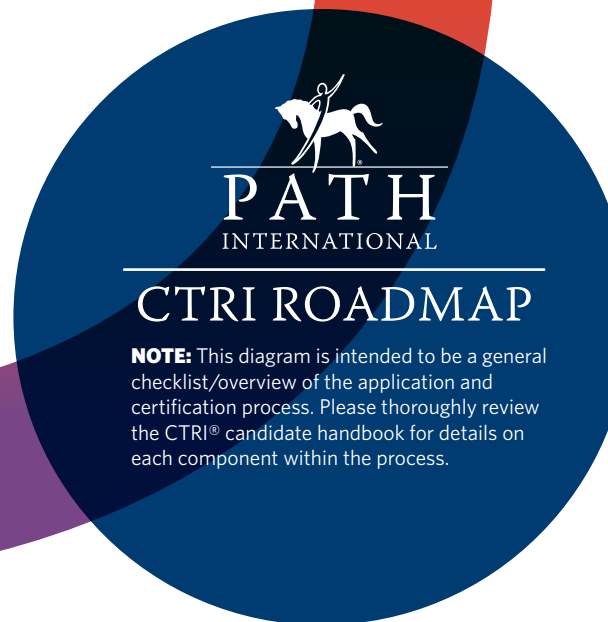
NO LESS THAN 90 DAYS PRIOR TO INTENDED DATE OF TESTING:

- Complete payment for the CTRI application fee**
- Purchase and Submit Instructor Application with:**
 1. Evidence of Equine Handling Skills
 2. Evidence of Equine Management Skills
 3. Video demonstration of Riding Instruction and Communication of Riding Skills
 4. Documentation of Experience Working with Individuals with Disabilities
 5. Documentation of Supervised Instruction of Therapeutic Riding Lessons
 6. Proof of current Adult & Child CPR and First Aid certifications (Online courses accepted.)
 7. Proof of passing score on PATH Intl. Standards exam (score valid for 1 year)
 8. Signed PATH Intl. Certified Professional Code of Ethics

UPON VERIFICATION BY PATH INTL. THAT APPLICATION IS APPROVED:

1. Complete payment for the CTRI certification exam. Allow 48 hours following payment for enrollment in the Pearson VUE exam administration database
2. Receive notification of authorization to test (valid for one year from date application is approved)

If the application is not approved, the applicant must repurchase a CTRI application and resubmit ALL application components to be reconsidered.



NOTE: This diagram is intended to be a general checklist/overview of the application and certification process. Please thoroughly review the CTRI® candidate handbook for details on each component within the process.

2

WITHIN 1 YEAR FROM DATE OF APPROVAL OF APPLICATION:

- Complete online examination with a passing score at an authorized Pearson VUE testing center**





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PATH Intl.
Certified Therapeutic
Riding Instructor (CTRI®)
**Policies &
Procedures**

How to use this section:

Read the following policies and procedures pertaining to the application process before completing your application.

A

SECTION A: APPLICATION POLICIES

1. All applications submitted must include completed forms for the specific option selected for each part. Please do not submit blank forms for the options not selected.
2. Application fees are non-refundable and must be remitted prior to submitting an application.
Fees:
PATH Intl. Professional or Professional Plus Member: \$150
PATH Intl. Higher Education Student Member: \$75
PATH Intl. Participating Member or Non-Member: \$250
3. Application must be received by PATH Intl. NO LESS than 90 days prior to the applicant's intended examination date.
4. Hours cannot be double counted between parts I, II, IV and V of the application. Unique hours must be submitted for EACH part of the application. Hours that take place during the same time frame (day, week, month, etc.) can be dispersed among different parts of the application, but the exact same hours/activities should not be reported for multiple parts of the application.
5. In all instances, applicants should use only the forms provided to document completion of the application requirements. Using forms other than those provided may significantly delay review and processing of the application.
6. If a reference, organization or institution insists on providing a letter in lieu of one of the forms provided, the letter MUST contain responses to EVERY question on the relevant form. Additionally, the letter must include all attestation and/or verification statements EXACTLY as they are worded on the form. Letters that do not satisfy these parameters will not be accepted.
7. If an applicant's current last name is different than what appears on documentation of previous coursework, certifications, etc., the applicant must supply documentation verifying their former name and/or name change. Acceptable forms of documentation include birth certificates, marriage licenses, notarized statements confirming previous name(s), etc. If copies of photo IDs must be shared, please contact PATH Intl. to arrange a secure means of transmission to protect security of identification information.
8. Accommodation requests for prerequisites/application requirements must be submitted allowing for a minimum of 60 days processing time. Accommodations for prerequisites/application requirements are not guaranteed.
9. Accommodation requests for certification exam must be received by PATH Intl. 90 days prior to the intended date of exam. Accommodation requests may take up to 60 days to review and approve.

10. The applicant may only count actual time spent teaching mounted therapeutic riding lessons to the required groups of participants—unmounted, pre- and post-lesson activities do not count. The teaching hours cannot be more than two-years old at the time the applicant submits their application.
11. Applicants must demonstrate to a PATH Intl. CTRI that they have practiced emergency response procedures, including demonstration of an emergency dismount. Tack checks must also be performed during the lesson time.
12. It is the applicant's responsibility to ensure they are working with a PATH Intl. Certified Professional in good standing as defined for each part of the application. In particular, this means that the instructor supervising the applicant's 25 teaching hours (part V of the application) must have conducted a minimum of 120 hours of therapeutic riding instruction (or acceptable allowances) since being credentialed as a PATH Intl. CTRI BEFORE supervising the applicant's teaching hours. Applicants may verify current certification with PATH Intl. or ask to see the supervising instructor's proof of PATH Intl. certification.
13. PATH Intl. may request resubmission of the video demonstration (Part III of the application) in the instance of poor audio and/or visual quality. Video resubmission will require payment of a \$100 fee and submission of the video within 90 days of notification from PATH Intl. Only ONE resubmission will be permitted.
14. If, upon verifying applicant paperwork, PATH Intl. identifies that an applicant has submitted incomplete or inaccurate paperwork, the applicant will be notified of the inaccuracy/inaccuracies or missing items and will be assessed a \$250 processing fee. The applicant will be required to remit payment for the fee and submit corrected documentation within 90 days of notification from PATH Intl. If the fee and corrected documentation are not received within 90 days, the application will be considered abandoned and void.
15. If it is a hardship to obtain or perform any of the required prerequisites, the applicant should contact PATH Intl. for guidance.
16. Upon successful submission, review and acceptance of all required documentation and video materials, the applicant's status will be updated to 'certification candidate' and the candidate will be notified of their eligibility to sit for the final multiple-choice question examination. This eligibility shall be valid for one year from the date of notification of eligibility. It is the candidate's responsibility to arrange for travel and registration for the examination at the time and Pearson VUE testing center location of their choice within the one-year eligibility period.
17. Applicants will receive a "withdrawal" application status if:
 - a. The applicant submits written notice (via letter or email) to PATH Intl. stating they are choosing to withdraw their CTRI application. Withdrawn application status indicates that the applicant does not intend to complete the CTRI certification process within the allowable timeframe for their current application. The applicant forfeits all fees.
 - b. An applicant fails to complete any of the required steps within the established timelines. Examples include but are not limited to:
 - i. Failing to submit a completed application within one year of purchasing the application.
 - ii. Not submitting requested supplemental materials to PATH Intl. within the allotted timeframe

B

SECTION B: AUTHORIZATION TO TEST POLICIES

1. Upon the applicant's status being updated to 'certification candidate,' they will be permitted to purchase the certification exam. Completion of payment for the exam will result in issuance of an authorization to test letter confirming the candidate's eligibility to sit for the certification examination.
2. Authorization to test letters will be issued by Pearson VUE and delivered via email directly to the candidate. Candidates are responsible for retaining a copy of the authorization to test letter for their records.
3. Authorization to test letters shall be valid for one year from the date of application approval. It is the candidate's responsibility to arrange for travel and registration for the examination at the time and Pearson VUE testing center location of their choice within the one-year eligibility period.

C

SECTION C: CERTIFICATION EXAM POLICIES

1. Certification exam fees are non-refundable.
Fees:
PATH Intl. Professional or Professional Plus Member: \$525
PATH Intl. Higher Education Student Member: \$367.50
PATH Intl. Participating Member or Non-Member: \$650
2. The certification exam is offered in English only at this time. Candidates needing a translator should submit a request for an accommodation (see section D below).
3. Candidates are permitted 90 minutes to complete the 85-question, computer-based exam.
4. An authorization to test letter is required to be eligible to register for the certification exam. Applicants are advised not to make non-refundable travel arrangements for the certification exam until their application has been approved, they have designated candidate status and have received an authorization to test letter.
5. Once an authorization to test letter has been received, it is the candidate's responsibility to arrange travel and registration for the examination at the time and Pearson VUE testing center location of their choice within the one-year eligibility period.
6. No personal items, including but not limited to mobile phones, hand-held computers/personal digital assistants (PDAs) or other electronic devices, pagers, watches, wallets, purses, firearms or other weapons, hats (and other non-religious head coverings), bags, coats, jackets, eyeglass cases, pens or pencils are allowed in the testing room.
7. No barrettes or hair clips that are larger than 1/4 inch (1/2 centimeter) wide and headbands or hairbands that are larger than 1/2 inch (1 centimeter) wide are allowed in the testing room.

8. No jewelry that is removable and larger than 1/4 inch (1/2 centimeter) wide is allowed in the testing room.
9. No books and/or notes are allowed in the testing room.
10. Candidates must store all personal items in a secure area as indicated by the testing center or return them to your vehicle. If you refuse to store your personal items, you will be unable to test, and you will lose your test fee. All electronic devices must be turned off before storing them in the designated secure area.
11. Candidates who abandon testing prior to starting the computer-based certification exam will be given a “withdrawal” certification status. Candidates who withdraw may be required to complete full payment for the exam before scheduling another exam appointment.
12. The certification exam will be scored using scaled scoring rather than percentages. Regardless of the exam form, candidates must earn a minimum amount of 300 total possible points to achieve a passing score. (Refer to the glossary of terms for explanation of scaled scoring.)
13. Candidates will receive a report summarizing their performance and final score on the exam immediately and before departing the testing center. This report is not considered official issuance of PATH Intl. CTRI certification.
14. PATH Intl. will formally issue CTRI certification to candidates within 45 days of successful completion of the certification exam.
15. Candidates with non-passing scores on the certification exam may retake the exam once per testing window while in possession of a valid Authorization to Test letter. The full certification exam fee must be remitted before the candidate will be permitted to register for a retake.
16. Candidates who experience a medical event (including physical, mental or emotional distress) will be permitted one free retake of the certification exam within the same testing window. If the candidate receives a non-passing score on the initial retake, they may retake the exam **once** per testing window while in possession of a valid Authorization to Test letter. The full certification exam fee will be due prior to the candidate registering for each subsequent retake.
17. Candidates who do not receive a passing score on the exam prior to the expiration of their authorization to test letter will need to reapply to the CTRI certification program in order to be eligible for additional opportunities to sit for the certification exam. Full application fees apply.
18. Candidates are permitted breaks during the certification exam. Candidates on break must leave the testing room so as not to cause disturbance to other candidates, but are NOT permitted to leave the building where the testing center is located. To ensure exam security and affirm candidate identity, candidates may be escorted by a proctor during breaks. These breaks factor into the overall exam time, the exam timer will NOT be paused for breaks. ID will be required to return to the testing room following a break.
19. Candidates who do not show for their scheduled exam appointment will have ONE opportunity to reschedule within the SAME testing window, free of charge. No-shows who do not reschedule their exam within the same testing window have 30 days to contact PATH Intl. to provide explanation so that additional exam registration options/parameters may be determined.
20. In the absence of extraordinary circumstances, non-passing certification exam scores are not eligible for appeal.

Testing Center Policies

- All candidates will be required to supply two forms of ID to be permitted entrance to the testing center. Acceptable IDs include the following:

Primary ID	Secondary ID
International travel passport Driver's license Military ID (including spouse & dependents) Identification card (national/state/ province identity card) Alien registration card (green card, permanent resident, visa) Local language ID (not in Roman characters) – accepted only if issued from the country the candidate is testing in	Any ID containing at least name and signature, or name and recent recognizable photo that meets below ID requirements

- All IDs must be issued by the country in which the candidate is testing. If the candidate does not have a qualifying primary ID issued from the country they are testing in, an international travel passport from their country of citizenship is required, along with a secondary ID. See additional ID requirements [here](#).
- The first and last name the candidate uses to register must match exactly the first and last name on both of the IDs that are presented on test day.
- All candidates must review and sign a **Pearson VUE Candidate Rules Agreement** prior to gaining access to certification exam.
- The test center is not responsible for lost, stolen or misplaced personal items.

D

SECTION D: ACCOMMODATIONS

1. The purpose of accommodations is to provide candidates with equal opportunity to meet application requirements and full access to the exam. Accommodations are not a guarantee of improved performance or exam completion. PATH Intl. provides reasonable and appropriate accommodations to individuals with documented disabilities who demonstrate a need for accommodations.

Visit the resources section of the PATH Intl. website to download the **reasonable accommodations policies for certification**.

2. Accommodations for application requirements may include things such as, but not limited to:
 - Exceptions to riding area specifications
 - Exceptions to filming or photo ID requirements for religious reasons
3. Exam accommodations may include things such as, but not limited to:
 - A separate testing room
 - Extra testing time
 - A reader or recorder
4. Accommodations are individualized and considered on a case-by-case basis. Consequently, no single type of accommodation would necessarily be appropriate for all individuals with disabilities. Simply demonstrating that an individual meets diagnostic criteria for a particular disorder does not mean that the person is automatically entitled to test accommodations.

E

SECTION E: ALLOWANCES

1. The purpose of allowances is to provide applicants with approved alternative methods to receive mentoring or supervision of their prerequisite experience hours. PATH Intl. recognizes that some applicants may be located in areas where PATH Intl. Certified Professionals are sparse or largely unavailable to provide supervision or mentoring. In certain cases where applicants do not have the opportunity to work with PATH Intl. Certified Professionals in their vicinity, PATH Intl. will consider granting special allowances for applicants to fulfill the requirements for prerequisite experience hours.

Visit the resources section of the PATH Intl. website to download the **reasonable accommodations policies for certification**.

2. The following are acceptable, though not the only possible, parameters for requesting allowances:
 - Applicant is located in an area where the nearest qualified PATH Intl. Certified Professional is three or more hours away from them, one way.
 - Applicant does not have personal means of transportation and cannot reach the nearest qualified PATH Intl. Certified Professional via public transportation.
 - Applicant has a conflict of interest with the PATH Intl. Certified Professional(s) within a three-hour radius of them.
 - Applicant wishes to supplement the mentoring or supervision provided by a PATH Intl. Certified Professional near them with mentoring or supervision by a more experienced PATH Intl. Certified Professional located three or more hours away, one way.
3. Acceptable allowances may include things such as, but not limited to:
 - Long distance supervision
 - Real-time virtual/streaming supervision
 - Video supervision (via recordings, not in real-time)

F

SECTION F: EXTENSIONS

1. The purpose of extensions is to provide individuals who have experienced extenuating circumstances additional time to meet application requirements.
2. Reasons an extension may be granted include things such as, but not limited to:
 - Sudden, severe personal injury
 - Prolonged and/or escalated medical issues (personal or within immediate family)
 - Death in the family
3. Individuals who can supply documented evidence that they have endured circumstances warranting an extension may submit an extension request.
4. Extension requests must include submission of:
 - A written request (via email is acceptable) citing the reasons and/or circumstances that have led to an extension being needed and the date by which the individual expects to be able to complete application requirements
 - If citing personal injury or medical reasons, documentation from a medical professional who is properly licensed to diagnose the condition (physician, nurse practitioner, psychologist) must be provided verifying a diagnosis, and accompanying limitations must accompany the request.
5. Authorization to test letters may be eligible for extension on a case-by-case basis.

G

SECTION G: APPEAL PROCEDURES

Applicants who have been deemed ineligible to sit for the certification examination may file an appeal with PATH Intl. The applicant must submit a letter to the PATH Intl. Appeals Committee, along with any applicable documentation. The appeal will be reviewed by the appeals committee, who shall deliver notification of a final decision via mail within 45 days.

Visit the resources section of the PATH Intl. website to download the **appeals request policies and procedures**.

Records Retention Policies

CTRI application and certification exam materials will be retained by PATH Intl. for a period of seven years.

CTRI applicants/candidates are responsible for retaining copies of the applications and certification exam results for their own records.

Statement of Non-Discrimination

PATH Intl. recognizes its responsibility to administer all policies in a manner consistent with federal, state and local laws and regulations. This includes equal opportunity for all individuals pursuing PATH Intl. professional credentials. All administrative practices and procedures will be applied free of discrimination on the basis of race, creed, national origin or heritage, age, religion, sex, gender or gender expression or identity, sexual orientation, pregnancy, physical or mental disability, medical condition, ancestry, marital status or service in the uniformed services.

Examination Development Procedures

The CTRI certification examination is based on a job task analysis (JTA) that is conducted periodically to determine the job duties and skill scope that are related to competent job performance as an entry-level therapeutic riding instructor. The JTA results are used to develop an exam blueprint that outlines the content of the examination. Multiple forms of an examination may be created and correspond to the specifications set forth by the exam blueprint. More information about the job task analysis is available at www.pathintl.org.

The questions included in the examination are crafted by a group of subject matter experts (SMEs) working in the equine-assisted services industry supervised by Professional Testing, Inc., and a representative of the PATH Intl. Credentialing Department. Additional groups of SMEs review the questions for accuracy, clarity and relevancy to the JTA results. SMEs are required to comply with a non-disclosure agreement as well as the PATH Intl. Certified Professional Code of Ethics to preserve confidentiality of the examination questions. The question bank is maintained under secure purview of Professional Testing, Inc., throughout development and administration and is statistically validated by Professional Testing, Inc., on a regular basis to ensure effective performance of each question.

The exam consists of 85 multiple-choice questions, 80 of which are used to calculate the candidate's final score. As is common practice in exam development, five unscored questions in "beta testing phase" are intermingled with the scored questions. The unscored questions will not be identified as such. Performance on the unscored questions does not factor into the candidate's final score.

The scored questions are not weighted differently but are dispersed among five domains of knowledge, skills and abilities comprising CTRI job duties as identified by the job task analysis. The domains and percentages of the examination they comprise are:

- Equine Handling: 13.75%**
- Participant and Volunteer Management: 25%**
- Lesson Management: 27.5%**
- Risk Management: 22.5%**
- Riding Theory: 11.25%**

Exam Content Outline

1 Equine Handling		
	1.1	Identify unsoundness in a horse at the walk and trot.
	1.2	Demonstrate the management of equine behavior in a lesson setting.
	1.3	Identify basic horse anatomy.
2 Participant and Volunteer Management		
	2.1	Manage participant issues relating to their disabilities (e.g., behavioral, physical, sensory).
	2.2	Implement effective teaching techniques.
	2.3	Manage volunteers by providing them with directions before, during and after the lesson.
3 Lesson Management		
	3.1	Assess participant suitability for activities.
	3.2	Create a lesson plan and adjust throughout the lesson.
	3.3	Track participant progress.
	3.4	Fit equipment to horse and participant.
4 Risk Management		
	4.1	Conduct equipment safety checks during a lesson.
	4.2	Identify and correct participant body and alignment issues within a lesson setting.
	4.3	Respond to emergencies (e.g., emergency dismounts, basic horse first aid issues).
5 Riding Theory		
	5.1	Tack an equine safely and appropriately in preferred discipline.
	5.1	Demonstrate safe and appropriate arena etiquette.

Passing Score Study Procedures

Each time an examination form is updated, a passing score study is conducted to establish the passing score for the examination. A committee of subject matter experts (SMEs) working in the equine-assisted services industry is assembled by PATH Intl. to conduct this study. Under the guidance of Professional Testing, Inc., the passing score study committee follows a detailed process for setting the passing score. The process includes steps such as, but not limited to, participating in an orientation overview of setting a passing score; taking the Certified Therapeutic Riding Instructor Certification exam; completing practice ratings of 10 sample items; completing individual ratings of all 80 items; reviewing the results from the statistical analysis of their ratings; and finally participating in a consensus discussion to arrive at a passing percentage.

Testing Provider

PATH Intl. utilizes the services of Pearson VUE, a global leader in computer-based testing, to administer the CTRI certification examination. Pearson VUE provides state-of-the-art technology to reliably develop, manage and deliver certification exams around the world with the highest levels of customer service. Pearson VUE is headquartered in suburban Minneapolis, Minnesota, with regional offices in the United States, the United Kingdom, Dubai, Australia, India, Japan and China.

Usage of the PATH Intl. CTRI Certification Mark

Professional Association of Therapeutic Horsemanship International[®] and Certified Therapeutic Riding Instructor (CTRI)[®] are PATH Intl. registered trademarks and may not be used without PATH Intl. permission. Use of the PATH Intl. CTRI certification mark is restricted to professionals holding CTRI certification in good standing. "Good standing" means that the certified professional has demonstrated adherence to the two-year renewal cycle and is actively maintaining their certification per the requirements defined on the PATH Intl. website. Professionals must cease use of the PATH Intl. CTRI certification mark if and when their certification is no longer in good standing. Professionals found to be in breach of this policy will receive cease and desist notices from PATH Intl. Disciplinary proceedings may be initiated if professionals not in good standing continue to use the CTRI certification mark following issuance of cease and desist notifications.

General tips for submitting your application:

- Utilize the checklist on the next page to ensure you submit ALL requirements on the first go. Missing requirements will result in increased time to review and approve your application.
- Hours cannot be double counted between parts I, II, IV and V. The hours submitted for EACH part must be unique. Hours that take place during the same time frame (day, week, month, etc.) can be dispersed among different parts of the application, but the exact same hours/activities should not be reported for multiple parts of the application.
- Be clear in the dates you reference for your hours. If the dates cited for hours submitted for separate parts appear to overlap, additional information will be requested, increasing the amount of time it takes to review your application.
- Separate forms must be submitted to document EACH supervising CTRI's information and the teaching hours they supervised. Do not combine information for multiple supervising CTRIs on one documentation of teaching hours form.
- Do NOT document group hours and private hours on separate forms UNLESS the hours were supervised by different CTRIs.
- Three hours with three volunteers per rider for GROUPS of riders are required for part V, NO EXCEPTIONS.

Tips for the video submission requirement for part III:

- The expectations for the video are not that the rider demonstrates flawless execution of the riding pattern, but rather that the **applicant demonstrates polished, correct and timely instruction of the riding skills required to perform the riding pattern.**
- It is suggested that the applicant instruct an intermediate rider so that there are opportunities to demonstrate timely corrections of posture/alignment, aids, change of gait or pace, rising on the correct trot diagonal, leads, etc. If the rider is advanced enough to independently perform the riding skills perfectly, the applicant will not have opportunities to demonstrate their breadth of knowledge, skills and abilities in the instruction and communication of riding skills.
- Applicants are expected to develop and demonstrate their own style of instruction. Memorization and duplication of exact instruction provided in other applicants' videos will be considered plagiarism and grounds for immediate denial of a video submission.
- Simply memorizing a script of instructions will not improve your success. Applicants are assessed on in-the-moment instruction and timeliness of feedback. Applicants must be able to instruct, observe the rider's response to their instruction and then verbalize corrections or confirmations to demonstrate awareness of the effectiveness of their instruction to be successful in meeting the video expectations.
- A sample video can be found at <https://youtu.be/EUWpkT944xQ>. Please respect that the instructor and rider in this video have consented to the video being provided publicly, but they have not been asked nor agreed to be contacted directly to provide coaching.
- Review and complete the **Part III Video Preparation and Self-Assessment Activity** to further prepare to meet expectations for this part of the application.



PATH
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PATH Intl.
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Riding Instructor (CTRI®)
**Application
Form**

How to use this section:

Complete the following application and submit with all other requested material.



PATH Intl. Certified Therapeutic Riding Instructor (CTRI®) APPLICATION SUBMISSION CHECKLIST

<i>Initial each item below</i>	<i>This checklist must be completed and submitted with your CTRI application materials.</i>
	Evidence of Equine Handling Skills -Including documentation of evidence for EITHER Option A or Option B
	Evidence of Equine Management Skills -Including documentation of evidence for EITHER Option A or Option B
	Video demonstration of Riding Instruction and Communication of Riding Skills -Including video and copy of photo ID uploaded to the secure PATH Intl. Dropbox (Transfers from or invites to individual Dropboxes are not accepted)
	Documentation of Experience Working with Individuals with Disabilities -Documentation of evidence for EITHER Option A or Option B
	Documentation of Supervised Instruction of Therapeutic Riding Lessons -Including separate forms for teaching hours supervised by different CTRIs -Do NOT use separate forms for documenting group hours and private hours UNLESS the hours were supervised by different CTRIs
	Proof of current adult and child CPR and first-aid certifications
	Proof of passing score on PATH Intl. Standards exam
	Signed copy of the PATH Intl. Certified Professional Code of Ethics
	I hereby attest that my application materials are complete and factual.
	I understand that it can take 60 days from the date of my application submission to receive notification of whether or not it has been accepted.
	I understand that, following approval of my application, I must complete payment for the certification exam fee to receive my Authorization to Test letter.
	I understand that, once in possession of my Authorization to Test letter, I must register directly with Pearson VUE to schedule an appointment to take the exam at the testing center of my choice.
Date:	Applicant Name (Printed): Applicant Signature:

PART I : EVIDENCE OF EQUINE HANDLING SKILLS

A

Complete **Option A** if you have thirty (30) hours of acceptable equine handling experience. Acceptable experience includes paid or volunteer time engaged in equine management and handling under the supervision of a PATH Intl. Certified Professional.

OR

B

Complete **Option B** if you have proof of participation in a recognized equestrian organization within the last 10 years.

A

30 hours (paid or volunteer time) engaged in equine handling supervised by a PATH Intl. Certified Professional. These hours CANNOT include hours or activities also reported for parts II, III, IV or V.

APPLICANT INFORMATION

Full Name: _____ Date: _____

PATH Intl. Member ID (if applicable): _____

Email: _____

PATH INTL. CERTIFIED PROFESSIONAL SUPERVISING APPLICANT

(Cannot be a familial relation or directly employ applicant nor stand to gain direct financial benefit from certification of the applicant.)

Full Name: _____

Certification(s) held: _____

PATH Intl. Member ID: _____ Email: _____

Center Affiliation: _____ Title/Position: _____

Relationship to Applicant: _____

ATTESTATION OF APPLICANT'S EQUINE HANDLING SKILLS

I, _____ attest that _____
Reference's full name Applicant's name

has demonstrated basic equine handling skills as evidenced by participation in the following activities supervised by me:

Activity: _____ Year: _____

Activity: _____ Year: _____

Activity: _____ Year: _____

Activity: _____ Year: _____

Attach additional pages if needed to document all activity.

Total number of activity hours (minimum 30): _____

May PATH Intl. contact you for further verification of the activities listed above? YES NO

I hereby verify that the information provided on this form is accurate and factual. I understand that false or misleading information provided here may result in repeal of the applicant's certification, if earned, and/or disciplinary proceedings if my actions are deemed to be in breach of the PATH Intl. Certified Professional Code of Ethics.

Certified Professional's Signature: _____ Date: _____



Participation in a recognized equestrian organization within the last 10 years. Complete only if you DID NOT complete Part I Option A. These hours CANNOT include hours or activities also reported for parts II, III, IV or V.

APPLICANT INFORMATION

Full Name: _____ Date: _____

PATH Intl. Member ID (if applicable): _____

Email: _____

ATTESTATION OF APPLICANT'S EQUINE HANDLING SKILLS

I, _____ attest that _____,
Reference's full name Applicant's full name
identification number _____, has demonstrated basic equine handling skills as evidenced by participation in
Applicant's ID with your organization
the following activities endorsed by our organization within the last 10 years:

Activity: _____ Year: _____

Activity: _____ Year: _____

Activity: _____ Year: _____

Activity: _____ Year: _____

Activity: _____ Year: _____

Activity: _____ Year: _____

Attach additional pages if needed to document all activity. Total number of activity hours: _____

REFERENCE INFORMATION

Full Name: _____

Email: _____

Organization that hosted the above activities: _____ Phone: _____

Title/Position: _____ Relationship to Applicant: _____

May PATH Intl. contact you for further verification of the activities listed above? [] YES [] NO

I hereby verify that the information provided on this form is accurate and factual. I understand that false or misleading information provided here may result in repeal of the applicant's certification, if earned.

Signature: _____ Date: _____

PART II : DOCUMENTATION OF EQUINE MANAGEMENT SKILLS

A

Complete **Option A** if you have successfully demonstrated competence in equine management and handling verified by a PATH Intl. Certified Professional with a minimum of 120 cumulative career hours of experience in equine management.

OR

B

Complete **Option B** if you have documentation of an equine management and handling course of study or certification from an equine organization or an institution of higher learning that meets the requirements of the equine management and handling skills checklist.

A

Equine Management and Handling Skills Checklist. The hours and activities completed as part of this checklist CANNOT also be reported for parts I, IV or V.

APPLICANT INFORMATION

Full Name: _____ Date: _____

PATH Intl. Member ID (if applicable): _____

Email: _____

PATH INTL. CERTIFIED PROFESSIONAL SUPERVISING APPLICANT

(Cannot be a familial relation or directly employ applicant nor stand to gain direct financial benefit from certification of the applicant.)

Full Name: _____

Certification(s) held: _____

PATH Intl. Member ID: _____ Email: _____

Center Affiliation: _____ Title/Position: _____

Relationship to Applicant: _____



EQUINE MANAGEMENT AND HANDLING SKILLS CHECKLIST

(Each item in the list below must be checked off as completed in order for this form to be accepted.)

PATH INTL. STANDARDS

	Know and implement PATH Intl. Standards and their interpretation for equine care, maintenance and participation in EAS programing.
	Know and implement PATH Intl. Standards and their interpretation regarding the safe use of equipment for EAS programing.

BREEDS/COLORS/MARKINGS/PARTS OF THE EQUINE

	Identify an equine by age, color, markings, breed characteristics, height and weight.
	Identify the basic anatomic parts of the equine.

EQUINE SENSES AND BEHAVIOR

	Know the characteristics of the senses of the equine and how they contribute to equine behavior.
	Identify the behavioral characteristics of a lesson-ready equine.
	Know how the senses of the equine and equine behavior affect the safety of the EAS setting.
	Recognize the signs and causes of negative equine behaviors (including/not limited to biting, kicking and crowding personal space).



EQUINE MANAGEMENT AND HANDLING SKILLS CHECKLIST (CONTINUED)

(Each item in the list below must be checked off as completed in order for this form to be accepted.)

	Identify appropriate types of rewards for positive equine behaviors (including/not limited to release of pressure, verbal praise or pats/rubs).
	Identify equine behavior or body language that could signal a dangerous situation and know appropriate actions to take to protect the safety of people and equines.
	STABLE MANAGEMENT
	Know feed requirements of the equine including hay, salt and minerals, grain, feeding intervals, water.
	Recognize signs of poor quality feed.
	Identify appropriate protection for horses, including shelter, fly masks and bonnets, fly repellents.
	Know horse manure handling methods to maintain sanitary conditions of stall and turn out areas.
	Identify appropriate, safe equine bedding materials.
	Identify potential stall hazards.
	Know how to give an equine a bath.
	Describe techniques used to warm up an equine prior to an EAS session.
	Describe techniques used to cool down an equine following a work session.
	Identify correct fitting and adjustment of a saddle, harness or surcingle to maintain the health and well-being of the equine.
	Describe equipment cleaning, care and maintenance.
	HEALTH AND SICKNESS
	Know and recognize the signs of behavior change, colic, good health, laminitis, respiratory infection, thrush, weight loss, heat stroke, stress, dental problems, equine metabolic syndrome.
	Know and recognize when an equine is unsound.
	Identify normal ranges and how to take TPR (temperature, pulse, respiration).
	Describe deworming, vaccination, hoof and teeth care programs and intervals for each to maintain equine health.
	Describe first aid treatment for wounds.
	Describe items recommended to be included in an equine first aid kit.
	UNSOUNDNESS AND BLEMISHES/FORM TO FUNCTION
	Recognize the difference between a blemish and an unsoundness.
	Recognize conformation traits that contribute to the overall movement of the equine.
	Identify conformation traits that can lead to unsoundness.
	Identify and describe the foot falls and beats of the walk, trot/jog, and canter/lope.
	Recognize asymmetry in the equine gait pattern.
	Describe how unsoundness may affect equine behavior.

APPLICATION 2023



EQUINE MANAGEMENT AND HANDLING SKILLS CHECKLIST (CONTINUED)

(Each item in the list below must be checked off as completed in order for this form to be accepted.)

SELECTION AND TRAINING	
	Describe general considerations for a prospective equine for any therapeutic riding program.
	Describe criteria to judge the suitability of the equine to perform an assigned task in therapeutic riding.
	Describe a conditioning and maintenance program for therapeutic riding equines including riding, lungeing, ground schooling, desensitizing equines to equipment, mounting ramps and procedures, working with headers, leaders, sidewalkers and record keeping.
HORSEMANSHIP, HANDLING AND SAFETY	
	Know and demonstrate how to safely and respectfully approach and halter an equine using a web or leather halter.
	Know and demonstrate tying with a quick release knot.
	Know and demonstrate safe movement around a tied equine.
	Demonstrate the use of grooming tools, including curry comb, hard brush or dandy, soft brush or body brush, hoof pick, mane or tail comb, shedding blade, sponge, sweat scraper.
	Know and demonstrate safe turnout of an equine into a stall, pen or field.
	Know and demonstrate safe leading techniques at the walk and trot/jog through turns, transitions and backing.

I hereby verify that the information provided on this form is accurate and factual. I understand that false or misleading information provided here may result in repeal of the applicant's certification, if earned, and/or disciplinary proceedings if my actions are deemed to be in breach of the PATH Intl. Certified Professional Code of Ethics.

Certified Professional's Signature: _____ Date: _____

I hereby verify that the information provided on this form is accurate and factual. I understand that false or misleading information provided here may result in repeal of my certification, if earned.

Applicant Signature: _____ Date: _____



Completion of an equine management and handling certificate program, course or certification. Complete only if you DID NOT complete Part II Option A.

APPLICANT INFORMATION

Full Name: _____ Date: _____

PATH Intl. Member ID (if applicable): _____

Email: _____

CERTIFICATE PROGRAM, COURSE OR CERTIFICATION COMPLETED

Program, Course or Certification Name: _____

Issuing Instructor, Organization or Institution: _____

Date Issued: _____

DOCUMENTATION SUBMITTED

- Syllabus or curriculum outline Criteria Course outcomes Learning objectives
- Skills objectives Certificate goals Other

PROOF OF COMPLETION

In addition to this form, proof(s) of completion of the certificate program(s), course(s) or certification(s) must be supplied. (Official and unofficial transcripts will be accepted.) The name provided on the proof(s) of completion must match the applicant's name on their application.* Please use a separate form for each certificate program, course or certification submitted.

I have reviewed the Equine Management and Handling Skills Checklist and affirm that the certificate program, course or certification named above covered all topics listed for:

1. Breeds/Colors/Markings/Parts of the Equine _____
initials

2. Equine Senses and Behavior _____
initials

3. Stable Management _____
initials

4. Health and Sickness _____
initials

5. Unsoundness and Blemishes/Form to Function _____
initials

6. Selection and Training _____
initials

7. Horsemanship, Handling and Safety _____
initials

I hereby verify that the information provided on this form is accurate and factual. I understand that false or misleading information provided here may result in repeal of my certification, if earned.

Applicant Signature: _____ Date: _____

* If applicant's name has changed, documentation verifying former name and/or name change must be submitted.

PART III : VIDEO DEMONSTRATION OF RIDING INSTRUCTION AND COMMUNICATION OF RIDING SKILLS

APPLICANT INFORMATION

Full Name: _____ Date: _____

PATH Intl. Member ID (if applicable): _____

Email: _____

VIDEO ACCESS INFORMATION

File name of Video Uploaded: _____

Date of Upload: _____



VIDEO SPECIFICATIONS

ALL items on this list MUST be checked off for this form to be accepted

	The video is clearly visible and is one continuous recording (NOT edited), no longer than 20 minutes.
	An introduction of applicant and rider is included.
	The same rider must be instructed through both the warmup and riding pattern (including mount and dismount).
	Applicant's face is clearly visible during self-introduction and at several points during the demonstration.
	Photocopy of applicant's driver's license or other photo ID has been uploaded with the video to the secure PATH Intl. Dropbox.
	Mount is shown.
	The warmup is shown.
	Dismount is shown.
	Rider is wearing helmet complying with PATH Intl. Standards
	Rider is using stirrups and/or footwear complying with PATH Intl. Standards
	The riding arena(s) meet(s) the requirements listed in the current <i>PATH Intl. Standards for Certification and Accreditation</i> manual.
	All gates are securely closed during the demonstration.
	All elements of the riding pattern on page 29 are demonstrated in sequence.
	Participant (or guardian) has signed BOTH the "Riding Participant Filming Release" and "Riding Participant Waiver and Release of Liability" forms.

I hereby verify that the information provided on this form is accurate and factual. I understand that false or misleading information provided here may result in repeal of my certification, if earned.

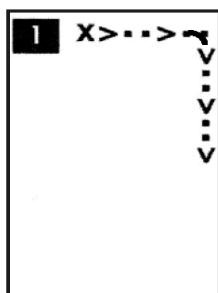
Applicant Signature: _____ Date: _____

RIDING INSTRUCTION VIDEO: WARMUP AND RIDING PATTERN

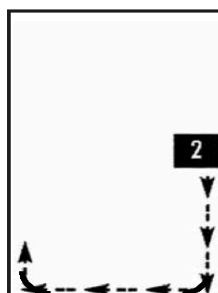
WARMUP: Applicant should instruct a rider through a minimum of the walk, jog/trot and lope/canter in both directions. Additional components within the warmup are at the discretion of the applicant and designed to reflect ability to recognize the needs of both rider and equine.

AND

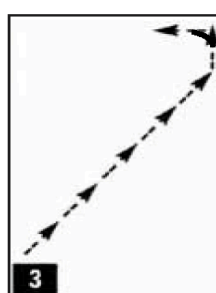
RIDING PATTERN: Applicant must instruct a rider through the following pattern to demonstrate their skill in instructing: task analysis of prompts/cues, correct rider position, consistent straightness of the equine on straightaways, bending of the equine through corners, effective use of aids, correct leads and appropriate rein contact at all gaits. Memorization of the pattern is not necessary; the applicant may refer to a printed version of this pattern. *Pursuant with PATH Intl. standards, all riders must wear an appropriately fitted ASTM/SEI approved (or international equivalent) helmet.* All riders, no matter the discipline, must post on the correct diagonal.



1. Halt. Proceed at the walk.



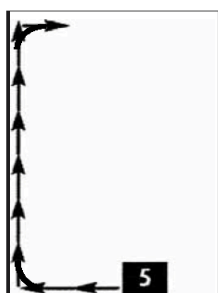
2. Posting trot



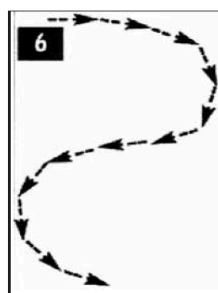
3. Change rein across the diagonal at the posting trot



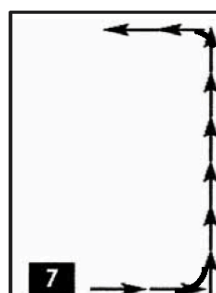
4. Change rein across the diagonal at a sitting trot/jog



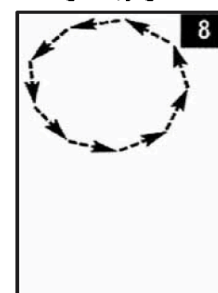
5. Canter/lope right rein



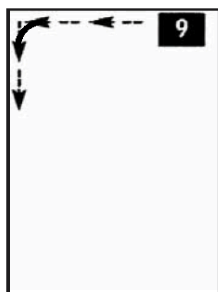
6. Posting trot: large half circle to the right then to the left



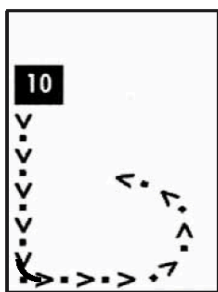
7. Canter/lope left rein



8. Sitting trot/jog in a large circle



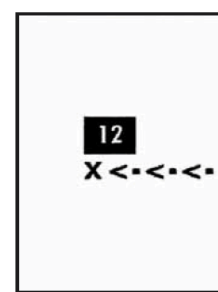
9. Sitting trot/jog



10. Walk forward into the center of the arena



11. Halt and back 3-4 steps in center of arena



12. Walk forward, halt and dismount in center of arena



RIDING PARTICIPANT FILMING RELEASE

I hereby consent to and authorize the undersigned individual (“Applicant”) to video record me participating in horseback riding activities as part of their application for Professional Association of Therapeutic Horsemanship International (PATH Intl.) Certified Therapeutic Riding Instructor certification.

Furthermore, I consent to PATH Intl. distributing any video images of me to individuals authorized to review certified therapeutic riding instructor applications.

BY CHECKING THE BOX BELOW, I ACKNOWLEDGE AND AGREE THAT I HAVE READ THIS RELEASE AND FULLY UNDERSTAND ITS CONTENTS. I SIGN IT OF MY OWN FREE WILL.

➡ I Agree

Print Applicant’s Name: _____ Print Participant’s Name: _____

Please check one (optional): I DO or DO NOT authorize PATH Intl. to use my video for training and quality assurance of PATH Intl. Certified Therapeutic Riding Instructor application reviewers.

Participant’s Signature: _____

Guardian’s Signature (if Participant is less than 18 years old): _____

Date: _____

RIDING PARTICIPANT WAIVER AND RELEASE OF LIABILITY AGREEMENT

In consideration of participation in horseback riding activities as part of an applicant’s application for PATH Intl. Certified Therapeutic Riding Instructor certification, I hereby understand and agree to this release of liability, waiver of legal rights, and assumption of risk and to the terms hereof as follows:

1. I acknowledge that horseback riding involves activities and that such activities are subject to mishap and even injury to participants. I expressly voluntarily assume all risk I may sustain while participating in horseback riding activities whether or not caused by the negligence of the released party.
2. I take full responsibility for, release and hold harmless PATH Intl., its directors, officers, employees, and agents (“Released Parties”) from any and all liability, claims, or causes of action that I may hereafter have for injuries or damages arising out of my participation in horseback riding activities as part of an applicant’s application for PATH Intl. Certified Therapeutic Riding Instructor certification. I further agree that I will not sue or make claim against the Released Parties for damages or other losses sustained as a result of my participation in horseback riding activities. I also agree to indemnify and hold the Released Parties harmless from all claims, judgments and costs including attorney’s fees, incurred in connection with any action brought as a result of participation in horseback riding activities by any of the undersigned.

3. Brand, Model and certification of helmet: _____ Type of stirrups: _____

BY CHECKING THE BOX BELOW, I ACKNOWLEDGE AND AGREE THAT I HAVE READ THIS RELEASE OF LIABILITY, WAIVER OF LEGAL RIGHTS AND ASSUMPTION OF RISK AND FULLY UNDERSTAND ITS CONTENTS. I SIGN IT OF MY OWN FREE WILL.

➡ I Agree

Print Applicant’s Name: _____ Print Participant’s Name: _____

Participant’s Signature: _____

Guardian’s Signature (if Participant is less than 18 years old): _____

Date: _____

PART IV: EVIDENCE OF WORKING WITH INDIVIDUALS WITH DISABILITIES

A

Complete **Option A** if you can provide documentation of twenty-five (25) hours of volunteer experience working with people with disabilities in a therapeutic riding lesson (leader, sidewalker or instructor's aide).

OR

B

Complete **Option B** if you can provide documentation of twenty-five (25) hours working in an environment interacting with individuals with special needs (cognitive, behavioral and/or physical), outside of a therapeutic riding setting, to whom the applicant is not related.

A

25 hours of volunteer time working with people with disabilities IN A THERAPEUTIC RIDING LESSON (leader, sidewalker or instructor's aide). These hours CANNOT include hours or activities also reported for parts I, II or V.

APPLICANT INFORMATION

Full Name: _____ Date: _____

PATH Intl. Member ID (if applicable): _____

Email: _____

DOCUMENTATION OF HOURS

(please use a separate form for each supervisor or instructor)

Date	Location/ Center	Name of Class Instructor	Applicant's Role (leader, sidewalker, aide, etc.)	# of Riders in Class	Total time H = hours M = minutes



APPLICATION 2023

Date	Location/ Center	Name of Class Instructor	Applicant's Role (leader, sidewalker, aide, etc.)	# of Riders in Class	Total time H = hours M = minutes

TOTAL # OF HOURS _____

I hereby verify that the information provided on this form is accurate and factual. I understand that false or misleading information provided here may result in repeal of the applicant's certification, if earned, and/or disciplinary proceedings if my actions are deemed to be in breach of the PATH Intl. Certified Professional Code of Ethics.

Supervisor or Instructor's Printed Name: _____

Supervisor or Instructor's Signature: _____ Date: _____

Certification(s) Held: _____

I affirm that none of the hours documented were accrued working solely with individuals to whom I am related.

I hereby verify that the information provided on this form is accurate and factual. I understand that false or misleading information provided here may result in repeal of my certification, if earned.

Applicant Signature: _____ Date: _____



APPLICATION 2023



25 hours working in an environment interacting with individuals with special needs outside of a therapeutic riding setting. These hours CANNOT include hours or activities also reported for parts I, II, III or IV. Complete only if you DID NOT complete Part IV Option A.

APPLICANT INFORMATION

Full Name: _____ Date: _____

PATH Intl. Member ID (if applicable): _____

Email: _____

DOCUMENTATION OF HOURS

(please use a separate form for each supervisor)

Date	Activity/Setting (special education classroom, group home, etc.)	Name of Supervisor	Applicant's Role (volunteer, teacher, classroom aide, etc.)	Total time H = hours M = minutes



PATH Intl. Certified Therapeutic Riding Instructor (CTRI®)

APPLICATION 2023

Date	Activity/Setting (special education class-room, group home, etc.)	Name of Supervisor	Applicant's Role (volunteer, teacher, classroom aide, etc.)	Total time H = hours M = minutes

TOTAL # OF HOURS _____

I hereby verify that the information provided on this form is accurate and factual. I understand that false or misleading information provided here may result in repeal of the applicant's certification, if earned.

Supervisor's Signature: _____ Date: _____
Certification(s)/Credential(s) Held: _____

I affirm that none of the hours documented were accrued working solely with individuals to whom I am related.

I hereby verify that the information provided on this form is accurate and factual. I understand that false or misleading information provided here may result in repeal of my certification, if earned.

Applicant Signature: _____ Date: _____



PATH Intl. Certified Therapeutic Riding Instructor (CTRI®) APPLICATION 2023

PART V : EVIDENCE OF SUPERVISED INSTRUCTION OF THERAPEUTIC RIDING LESSONS

Documentation of twenty-five (25) total hours of experience teaching mounted therapeutic riding under the supervision of a PATH Intl. Certified Therapeutic Riding Instructor with at least 120 hours of experience teaching therapeutic riding lessons. The 25 hours must include:

- A minimum of thirteen (13) hours teaching therapeutic riding to groups of two or more riders and a maximum of twelve (12) hours teaching individual/private therapeutic riding lessons
- A minimum of three (3) hours teaching therapeutic riding to groups of two or more riders utilizing three volunteers per rider
- One lesson must include practice of emergency dismounts

Please submit a separate form for EACH PATH Intl. Certified Therapeutic Riding Instructor supervising your hours. Hours cannot be more than two years old on the date of application and CANNOT include hours also reported for parts II, IV or V.

APPLICANT INFORMATION

Full Name: _____ Date: _____
 PATH Intl. Member ID (if applicable): _____
 Email: _____

PATH INTL. CERTIFIED THERAPEUTIC RIDING INSTRUCTOR SUPERVISING APPLICANT

(Cannot be a familial relation or directly employ applicant nor stand to gain direct financial benefit from certification of the applicant.)

Full Name: _____
 PATH Intl. Member ID (if applicable): _____ Date of PATH Intl. CTRI Certification: _____
 Center Affiliation: _____

Total # of hours instructing therapeutic riding lessons as a PATH Intl. CTRI: _____

If supervising instructor was formerly a PATH Intl. Registered Therapeutic Riding Instructor OR a PATH Intl. CTRI certification candidate:

I hereby attest that I completed a minimum of 120 hours teaching therapeutic riding lessons as a PATH Intl. CTRI BEFORE supervising the teaching hours documented below. _____
initials

DOCUMENTATION OF HOURS

(Please use a separate form for each PATH Intl. Certified Riding Professional supervising.)

Date	Location/Center	# of Riders in Class	3 Volunteers per rider (Y/N)	Total mounted time <small>H = hours M = minutes</small>	# of Safety or Tack Checks Performed	Emergency Dismounts Practiced (Y/N)



PATH Intl. Certified Therapeutic Riding Instructor (CTRI®)

APPLICATION 2023

Date	Location/Center	# of Riders in Class	3 Volunteers per rider (Y/N)	Total mounted time H = hours M = minutes	# of Safety or Tack Checks Performed	Emergency Dismounts Practiced (Y/N)



PATH Intl. Certified Therapeutic Riding Instructor (CTRI®) APPLICATION 2023

Date	Location/Center	# of Riders in Class	3 Volunteers per rider (Y/N)	Total mounted time H = hours M = minutes	# of Safety or Tack Checks Performed	Emergency Dismounts Practiced (Y/N)

TOTAL # OF HOURS _____

The PATH Intl. Certified Therapeutic Riding Instructor supervising cannot be related to nor directly employ the applicant or stand to gain direct financial benefit from certification of the applicant. The PATH Intl. CTRI must be both current and compliant with PATH Intl. during the hours they supervised applicants. Any hours documented during a time that the PATH Intl. CTRI was non-current and/or non-compliant WILL NOT be accepted. This includes temporary lapses in compliance. **NO EXCEPTIONS.**

I hereby verify that the information provided on this form is accurate and factual. I understand that false or misleading information provided here may result in repeal of the applicant's certification, if earned, and/or disciplinary proceedings if my actions are deemed to be in breach of the PATH Intl. Certified Professional Code of Ethics.

Supervising PATH Intl. CTRI's Signature: _____ Date: _____

I hereby verify that the information provided on this form is accurate and factual. I understand that false or misleading information provided here may result in repeal of my certification, if earned.

Applicant Signature: _____ Date: _____



PATH
INTERNATIONAL

Certified Professional Code of Ethics

How to use this section:

As a PATH Intl. certified professional, you will be asked to subscribe to the following guidelines of conduct.

Approved by PATH Intl. Board of Trustees October 21, 2010

Edited name change to PATH Intl. July 2011

Revisions by the PATH Intl. Credentialing Council November 11, 2017

Implemented July 1, 2019

Preamble

The PATH Intl. Certified Professional Code of Ethics sets forth ethical principles for all PATH Intl. certified persons.

The practice and preservation of the highest standards of ethical principles and integrity are vital for the responsible implementation of obligations, activities and services provided by PATH Intl. certified persons. All certified persons are responsible for maintaining and promoting these ethical practices. The code of ethics is intended to be used as a guide for promoting and maintaining the highest standards of ethical practice, personal behavior and professional integrity of certified persons.

The guidelines expressed in the code are not to be considered all-inclusive of situations that could evolve under a specific principle, nor is the failure to specify any particular responsibility or practice a denial of the existence of such responsibilities or practices. The guidelines are specific statements of minimally acceptable conduct or of prohibitions applicable to all certified persons.

In recognition of the responsibility inherent in the delivery of services provided by equine-assisted services, PATH Intl. asks all certified persons to subscribe to the following to the extent permitted by law:

Principle 1

The certified person respects the rights, dignity and well-being of all individuals (human and equine) and promotes well-being for all involved.

Guidelines:

- 1.1 The certified person shall be responsive to, and mutually supportive of, the individuals served, including families, colleagues and associates.
- 1.2 The certified person shall respect the unique nature of each individual and shall be tolerant of, and responsive to, differences. The certified person shall not discriminate based on age, gender, race, nationality, religion, ethnicity, social or economic status, sexual orientation, health condition or disability.
- 1.3 The certified person shall follow equal employment opportunity practices in hiring, assigning, promoting, discharging and compensating staff.
- 1.4 The certified person shall maintain in professional confidence participant, volunteer and staff information, observations or evaluations and shall adhere to all legal requirements.
- 1.5 The certified person, in community settings, shall use caution in forming dual or multiple relationships with participants or former participants where there is a risk of a conflict of interest. The certified person, in clinical treatment settings, shall avoid dual relationships when possible. In situations where dual relationships are unavoidable, the certified person shall be responsible for setting clear, appropriate and sensitive boundaries.
- 1.6 The certified person will understand the sensitive nature of physical touch and use it with caution.

Principle 2

The certified person accepts responsibility for the exercise of sound judgment and professional competence.

Guidelines:

- 2.1 The certified person shall accurately represent his/her level of expertise, experience, education and actual practice and provide service only to those individuals he/she can competently serve.
- 2.2 The certified person shall engage in sound business, employment and administrative practices.
- 2.3 The certified person shall maintain certification by complying with all recertification requirements.
- 2.4 The certified person shall recognize and take appropriate action to remedy personal problems and limitations that might cause harm to recipients of service, colleagues or others.
- 2.5 The certified person shall demonstrate objectivity and fairness by interacting with individuals in an impartial manner.
- 2.6 The certified person shall accept responsibility for the exercise of sound judgment when interacting with individuals and animals.
- 2.7 The certified person shall demonstrate openness to, and respect for, other colleagues and professionals.

Principle 3

The certified person shall respect the integrity and well-being of program equines and animals whether owned, leased or borrowed.

Guidelines:

- 3.1 The certified person shall recognize and respect the individual character, nature and physical attributes of each program equine.
- 3.2 The certified person shall encourage safe and respectful human and equine interactions, placing equines in activities suited to their temperament and physical ability.
- 3.3 The certified person shall support the highest standard of care, maintenance and selection for each program equine, understanding and responding to the equine's need for socialization, play, turnout, time off and retirement.
- 3.4 When equines are borrowed or leased, the same high standards of equine respect, care and maintenance shall apply.
- 3.5 The certified person shall cultivate a barn and practice environment that supports personal and professional development and provides a safe environment for persons and equines.

Principle 4

The certified person shall be truthful and fair in representing themselves and others.

Guidelines:

- 4.1 The certified person shall be responsible for providing each participant with accurate information regarding programs, services, professional training and credentials, as well as possible benefits, outcomes, expected activities, risks and limitations of the service or program.
- 4.2 The certified person shall use the certification logo and certification marks only in an authorized and approved manner.

Principle 5

The certified person shall seek to expand their knowledge base related to the field of equine-assisted services.

Guidelines:

- 5.1 The certified person shall maintain the competence requirement by meeting certification renewal requirements (recertification).

Principle 6

The certified person shall honor all financial commitments to participants, personnel, vendors, donors, the certification entity and others.

Guidelines:

- 6.1 The certified person shall negotiate and clarify the fee structure and payment policy prior to the initiation of service, and charge in a responsible and reasonable manner.
- 6.2 The certified person shall not misrepresent in any fashion services rendered or products dispensed.
- 6.3 Certified persons shall remain in good standing with the annual compliance process for certification.

Principle 7

The certified person shall abide by all applicable PATH Intl. standards and guidelines and all state, local and federal laws.

Principle 8

The certified person shall protect participants, equines, the public and the profession from unethical, incompetent or illegal practice.

Guidelines:

- 8.1 The certified person accepts the responsibility to report suspect violations of the code of ethics to the PATH Intl. Credentialing Council.

I have read, fully understand and will uphold the PATH Intl. Certified Professional Code of Ethics at all times. Furthermore, I understand that failure to abide by the code of ethics could result in disciplinary proceedings. BY CHECKING THE BOX BELOW, I ACKNOWLEDGE AND AGREE THAT I HAVE READ THIS CODE OF ETHICS AND FULLY UNDERSTAND ITS CONTENTS. I SIGN IT OF MY OWN FREE WILL.

Agree

Printed Name _____

Certification ID # _____

Signature _____ Date _____



PATH
INTERNATIONAL

PATH Intl.
Certified Therapeutic
Riding Instructor (CTRI®)

Application Submission Instructions

How to use this section:

Read the following instructions as they will guide you through submitting your application correctly.

Congratulations on beginning your pursuit of PATH Intl. Certified Therapeutic Riding Instructor credentials to become a skilled professional in the field of equine-assisted services. Earning PATH Intl. Certified Therapeutic Riding Instructor (CTRI) credentials verifies that you possess the knowledge, skills and abilities to effectively and safely teach basic riding skills to individuals with disabilities without supervision. This certification is a validated entry-level certification for therapeutic riding professionals.

There are **FIVE SECTIONS** that must be completed by each applicant. **SECTIONS I, II** and **IV** include **"OPTION A"** and **"OPTION B."** Only one of the options must be completed in order to fulfill these sections. Applicants are not required to choose the same option for all three sections; they may mix and match the options. For example, **"OPTION A"** can be selected for sections I and IV, but **"OPTION B"** for section II. Options are equally weighted within each section. Selecting one option over the other will not put applicants at an advantage for meeting application requirements.



CTRI CERTIFICATION PROCESS CHECKLIST:

- Be 18 years of age or older.
- Obtain and provide Adult & Child CPR and first aid certifications.
- Complete the PATH Intl. Standards Exam with a passing score.
- Submit an accommodation request (if applicable).
- Purchase the *PATH Intl. Certified Therapeutic Riding Instructor Application* on the PATH Intl. website.
- Receive and retain the emailed instructions for uploading the application paperwork and video demonstration online.
- Proceed by submitting a PATH Intl. CTRI application following the online upload instructions and the instructions in this booklet.
- Submit documentation of completing 30 hours of acceptable activities involving equine handling skills **OR** Submit documentation of equine handling experience gained by participation in a recognized equine organization within the past 10 years (see page 3).
- Submit evidence of competence of equine management by providing a verified equine management and handling skills checklist **OR** Submit documentation of completion of an equine management and handling course of study or certification from an equine organization or institution of higher learning (see page 3).
- Submit a video demonstrating riding instruction and communication skills to a rider for a prescribed riding pattern (see page 4).
- Submit documentation of 25 hours experience working as a volunteer with people with disabilities in a therapeutic riding lesson **OR** Submit documentation of 25 hours experience working in an environment with individuals with special needs outside of a therapeutic riding environment (see page 5).
- Documentation of a minimum of 25 hours instructing therapeutic riding to groups of individuals with disabilities under the guidance of a PATH Intl. Certified Therapeutic Riding Instructor (see page 5).
- Submit signed PATH Intl. Certified Professional Code of Ethics form.
- Successfully take and pass the final multiple-choice question examination.

- ✓ In all instances, applicants should use only the forms provided to document completion of the application requirements. Using forms other than those provided may significantly delay review and processing of the application.
- ✓ Application fees are non-refundable and must be remitted prior to submitting an application.
- ✓ Application must be received by PATH Intl. NO LESS than 90 days prior to the applicant's intended examination date.
- ✓ Accommodation requests for prerequisites/application requirements must be submitted allowing for a minimum of 60 days processing time. Accommodations for prerequisites/application requirements are not guaranteed.
- ✓ Accommodation requests for certification exam must be received by PATH Intl. 90 days prior to the intended date of exam. Accommodation requests may take up to 60 days to review and approve.
- ✓ If a reference, organization or institution insists on providing a letter in lieu of one of the forms provided, the letter MUST contain responses to EVERY question on the relevant form. Additionally, the letter must include all attestation and/or verification statements EXACTLY as they are worded on the form. Letters that do not satisfy these parameters will not be accepted.
- ✓ If an applicant's current last name is different than what appears on documentation of previous coursework, certifications, etc. the applicant must supply documentation verifying his or her former name and/or name change. Acceptable forms of documentation include birth certificates, marriage licenses, notarized statements confirming previous name(s), etc. If copies of photo IDs must be shared, please contact PATH Intl. to arrange a secure means of transmission to protect security of identification information.
- ✓ The applicant may only count actual time spent teaching mounted therapeutic riding lessons to the required groups of participants—unmounted, pre- and post-lesson activities do not count. The teaching hours cannot be more than two years old at the time the applicant submits her or his application.
- ✓ Applicants must demonstrate to a PATH Intl. CTRI that they have practiced emergency response procedures, including demonstration of an emergency dismount. Tack checks must also be performed during the lesson time.
- ✓ It is the applicant's responsibility to ensure he or she is working with a PATH Intl. Certified Professionals in good standing. This means that the supervising instructor must be a current and compliant instructor during the time all 25 teaching hours take place. Applicants may verify current certification with PATH Intl., or by asking to see the supervising instructor's proof of PATH Intl. certification.
- ✓ If, upon verifying applicant paperwork, PATH Intl. identifies that an applicant has submitted incomplete or inaccurate paperwork, the applicant will be notified of the inaccuracy/inaccuracies or missing items and will be assessed a \$250 processing fee. The applicant will be required to remit payment for the fee and submit corrected documentation within 90 days of notification from PATH Intl. If the fee and corrected documentation are not received within 90 days, the application will be considered abandoned and void.
- ✓ If it is a hardship to obtain or perform any of the required prerequisites, the applicant should contact PATH Intl. for guidance.
- ✓ Upon successful submission, review and acceptance of all required documentation and video materials, the applicant's status will be updated to 'certification candidate' and the candidate will be notified of their eligibility to sit for the final multiple-choice question examination. This eligibility shall be valid for one year from the date of notification of eligibility. It is the candidate's responsibility to arrange for travel and registration for the examination at the time and location most convenient for the candidate within the one-year eligibility period.
- ✓ Upon denial of an application, the applicant's status will be updated to "certification unsuccessful" and the applicant will be informed which part(s) of the application did not meet expectations. Applicants will be required to repurchase the application and submit another COMPLETE application in order to continue pursuing CTRI certification.

Once your PATH Intl. Certified Therapeutic Riding Instructor application and required documentation has been approved, you will have **ONE YEAR** to take the online certification exam. Documentation submitted to PATH Intl. as part of the certification process will not be returned.

PART I : EQUINE HANDLING SKILLS

Purpose: This portion of the application is intended to document that applicants have demonstrated skills and experience handling equines.

This part has two options. Below is Option A.

The applicant meets the requirements of this part by providing documentation to satisfy either option.

Complete **Option A** if you have thirty (30) hours of acceptable equine handling experience. Acceptable experience includes paid or volunteer time engaged in equine management and handling under the supervision of a PATH Intl. Certified Professional.

Guidance:

The applicant must have well-established skills and experience working with equines. The PATH Intl. Certified Professional who attests to the applicant's skills is attesting that they have directly supervised the applicant handling equines for 30 hours or more AND that the applicant has consistently demonstrated well-established skills and experience.

To meet this requirement, the applicant must document hours spent directly handling equines to count toward this requirement. General barn chores or horse care do not satisfy the requirements of this part of the application.



Who signs off:

Documentation of Part I: Option A can be signed by a PATH Intl. Certified Professional, which includes riding instructors, driving instructors, interactive vaulting instructors and equine specialists in mental health and learning. The verifying professional must have held current, compliant PATH Intl. certification at the time the applicant is supervised.

Examples:

1. The following types of activities DO count: bringing in/turning out equines, feeding, grooming, tacking, medical treatment or "doctoring" of equines, leading in lessons and exercising equines as part of the volunteer or paid barn staff.
2. The following types of activities do NOT count: cleaning stalls, adjusting or fitting tack, holding or observing equines during farrier or vet services.

PART I : EQUINE HANDLING SKILLS (CONT.)

Purpose: This portion of the application is intended to document that applicants have demonstrated skills and experience handling equines.

This part has two options. Below is Option B.

The applicant meets the requirements of this part by providing documentation to satisfy either option.

Complete **Option B** if you have proof of participation in a recognized equestrian organization within the last 10 years.

Guidance:

This option provides an alternative for an applicant who may not have the opportunity to volunteer or work at a therapeutic riding program but has well-established skills and experience working with equines through past experience and participation as an active member of a recognized equestrian organization. Applicable experience will be time during which the applicant directly handled equines (for example, leading, grooming, riding or training) within the past ten (10) years. Activities documented should amount to a minimum of 30 contact hours directly handling equines.

To meet this requirement, the applicant must provide signed documentation, including contact information for an official (trainer, coach, manager, leader, etc.) of a recognized equine organization (see below), detailing specific activities in which the applicant participated that demonstrate well-established skills and experience working with equines. The person signing the form must have directly supervised the applicant during the activities listed on the application.

B

Who signs off:

Documentation of Part I: Option B can be signed by a trainer, coach, manager, leader, etc., of a recognized equine organization who directly supervised the applicant's participation in the activities listed on the application.

For the purposes of this document, a recognized equine organization is one that maintains a training and certification process for the people who participate in or lead its local programs.

Examples of recognized equine organizations in no particular order are:

1. Training or certifying organizations for equestrian professionals (CHA, Parelli Natural Horsemanship, Council for Education and Certification in Therapeutic Horsemanship, higher education programs, etc.)
2. Breed associations (such as American Quarter Horse Association, American Morgan Horse Association, Appaloosa Horse Club, etc.)
3. Equine sports organizations (Equestrian Federations, Eventing Associations, National High School Rodeo Association, etc.)
4. Youth organizations (4-H, Pony Club, etc.)

PART II : EQUINE MANAGEMENT SKILLS

Purpose: This portion of the application is intended to document that the applicant has demonstrated a breadth of knowledge of equines and their management and has demonstrated specific skills needed for the handling of equines in therapeutic riding activities.

This part has two options. Below are Options A and B.

The applicant meets the requirements of this part by providing documentation to satisfy either option.

Applicants must possess sufficient knowledge and experience in equine health, behavior, tack, stable management, and training to safely and effectively care for and choose equines and equipment in a therapeutic riding setting.

Complete **Option A** if you have completed an equine management and handling skills checklist under the supervision of a PATH Intl. Certified Professional who possesses a minimum of 120 cumulative career hours of equine management experience.

Guidance:

The applicant should review and discuss the PATH Intl. Equine Management and Handling Skills Checklist with a PATH Intl. Certified Professional (see more requirements below). The applicant and certified professional do not have to complete the entire checklist all at one time, but the applicant must **correctly answer and/or demonstrate each of the requirements on the checklist** to the satisfaction of the certified professional.

Who signs off:

Documentation of Part II: Option A can only be signed by a PATH Intl. Certified Professional (includes riding instructors, driving instructors, interactive vaulting instructors and equine specialists in mental health and learning) with a minimum of 120 cumulative career hours of experience in equine management. The verifying professional must have held current, compliant PATH Intl. certification at the time the applicant is supervised.

A

Complete **Option B** if you have documentation of an equine management and handling course of study or certification from an equine organization or an institution of higher learning that meets the requirements of the equine management skills checklist.

Guidance:

Applicants who have completed formal education on equine management and handling may meet the requirements of Part II: Option B if the coursework (based on syllabi, skills objectives, course outcomes, etc.) covers all topics listed on the PATH Intl. Equine Management and Handling Skills Checklist. Proof(s) of completion of the certificate program(s), course(s) or certification(s) must be supplied. (Official and unofficial transcripts will be accepted.)

To meet the requirements of Part II: Option B, the applicant must submit documentation (class syllabus, study guide, etc.) of the course content, as well as documentation of successful completion (transcript(s), certificate(s) of completion).

Who signs off:

The applicant must affirm that all topics under each section of the PATH Intl. Equine Management and Handling Skills Checklist were addressed by the course(s) of study and/or certification(s) submitted.

B

PART III : RIDING INSTRUCTION AND COMMUNICATION OF RIDING SKILLS

A minimum level of riding knowledge and skill is necessary to effectively teach therapeutic riding through explanation and demonstration and to train and exercise therapeutic riding equines. This knowledge is an intricate dimension of providing a safe and secure lesson environment.

Applicants will record themselves teaching a ten to twenty (10-20) minute riding lesson to a rider following a prescribed pattern to demonstrate instruction and communication skills. Instruction should include warmup of the equine, task analysis of prompts/cues, correct rider position, consistent straightness of equine on straightaways, bending of the equine through corners, effective use of all aids, correct leads, and appropriate rein contact at all gaits. Memorization of the pattern by the applicant and rider is not necessary; the applicant may refer to a printed version of the pattern while instructing the pattern to the rider.

Guidance:

A PATH Intl. Certified Therapeutic Riding Instructor has many responsibilities, but their primary role is to instruct riding skills to people with disabilities. For this part of the application, the applicant will demonstrate their own style of instruction of ridings skills. The application paperwork provides detailed specifications of what the video must include, including compliance with *PATH Intl. Standards for Certification Accreditation*.

Applicants are assessed on in-the-moment instruction and timeliness of feedback. Applicants must be able to instruct, observe the rider's response to their instruction and then verbalize corrections or confirmations to demonstrate awareness of the effectiveness of their instruction to be successful in meeting the video expectations. The successful applicant will show their ability to *instruct* and correctly communicate the whats, hows and whys of riding skills.

Applicants are encouraged to review the expectations rubric, **Part III Video Preparation and Self-Assessment Activity** and sample video at <https://youtu.be/EUWpkT944xQ> to prepare for filming their video demonstration. Applicants should anticipate that completing a successful video shoot may take a considerable amount of time and coordination.

To meet the requirements of Part III, the applicant will upload a video of no longer than 20 minutes and one copy of their photo ID to the secure PATH Intl. Dropbox. **The applicant should carefully review the video specifications in the application paperwork before organizing the lesson to be recorded, after the video has been shot and again before the video is submitted to ensure their video meets the minimum requirements for acceptance.**

Who signs off:

Applicant videos will be reviewed by PATH Intl. trained assessors. They will use a rubric developed by the *credentialing council* to assess each video.



*The applicant and rider acknowledge that there is an inherent risk of injury in any equine riding activity and therefore assume all responsibility for any risk, damages or injuries resulting from performance of this requirement. **Rider MUST complete the "Riding Participant Filming Release" and "Riding Participant Waiver and Release of Liability Agreement" forms PRIOR to filming.***



PATH Intl. Certified Therapeutic Riding Instructor® (CTRI®) REQUIREMENTS AND APPLICATION INSTRUCTIONS

PURSUANT WITH PATH INTL. STANDARDS:

- All mounted riders must wear an appropriately fitted ASTM/SEI approved helmet or an approved international equestrian helmet equivalent.
- All mounted riders must use stirrups and/or footwear complying with the current PATH Intl. Standards.
- The riding arena(s) must meet the requirements listed in the current *PATH Intl. Standards for Certification and Accreditation* manual.
- All gates must be securely closed during the demonstration.

VIDEO SPECIFICATIONS:

- The video clearly shows the applicant and rider and is one continuous recording (NOT edited). PATH Intl. will not accept videos that have been edited to cut content or are multiple demonstrations spliced together.
- All elements of the riding pattern are demonstrated in sequence at least ONCE during the video.
- It is okay if the rider makes an error in the order of components or elements but the video should show the applicant instructing the rider to get back on track from the point the error was made.
- ALL components of the riding pattern—walk, jog/trot posting on the correct diagonal, canter/lope, halt, back and dismount—must be demonstrated regardless of discipline or style of riding.
- An introduction clearly showing the faces of both the applicant and the rider is included.
- Applicant's face is clearly visible during self-introduction and at several points during the demonstration.
- Photocopy of the applicant's driver's license or other photo ID is provided via the secure PATH Intl. Dropbox.
- Mount is shown.
- The warm-up is shown.
- Dismount is shown.
- The video should be no less than 10 minutes and no more than 20.

VIDEO RUBRIC: Expectations for video demonstration of riding instruction and communication of riding skills

Component (Rider Demonstrates)	Expectations of Component (Rider and Applicant)	Demonstrated to Expected Level (Applicant)	Not Demonstrated to Expected Level (Applicant)
<p>Warm-up</p> <ul style="list-style-type: none"> • Transitions: walk, trot/jog and canter/lope in both directions • Correct diagonals • Correct leads • Bending • Half halts • Balanced seat 	<ul style="list-style-type: none"> • Appropriate for equine and rider • Show all gaits • Appropriate use of natural aids applied and use of artificial aids as appropriate • If more than one rider in the riding area, demonstrate safe spacing • Use time efficiently • Warm-up adequate for pattern • Demonstrate arena etiquette if applicable • Address posture and alignment • Provide in-the-moment feedback throughout 	<ul style="list-style-type: none"> • Clear overview of the goal of a warm-up for both equine and rider • Effective instruction of ring figures including: bending lines, circles, changes of direction using whats, hows (aids) and whys • Effective instruction of all transitions: walk, trot/jog and canter/lope using whats, hows (aids) and whys • Specific praise given with effective feedback • Corrections given and followed through to effect improvement during the warm-up to include: correct diagonals, leads, posture, use of aids and ring figures for warm-up 	<ul style="list-style-type: none"> • Direction instead of instruction of the rider through appropriate ring figures • Direction instead of instruction of the rider through transitions of walk, trot/jog and canter/lope to warm up the equine and rider • If more than one rider in the riding area, safe spacing not addressed • No specific praise and/or vague feedback for the rider to conduct an effective warm-up • No instruction of the whats, hows (aids) and whys of the elements of the warm-up • Needed corrections not effectively communicated or lack of follow-through
<p>Walk</p>	<ul style="list-style-type: none"> • Demonstrate control of equine • Straightness of equine • Secure seat • Light but effective rein contact • Correct postural alignment • Use of all natural aids, artificial aids as appropriate, and half halts/checks 	<ul style="list-style-type: none"> • Instruction of the how (aids) for the halt to walk transition • Clear direction of pattern elements including “where” the rider is to perform aids using points of reference • Instruction of how to maintain and/or adjust pace as appropriate • Postural corrections given and followed through for rider to maintain a balanced seat and optimize use of aids • Corrections communicated with follow-through to effect improvement • Specific praise observed as appropriate to the rider’s effectiveness 	<ul style="list-style-type: none"> • Lack of instruction and feedback about hows (aids) for the rider’s performance to meet criteria • Lack of instruction or acknowledgment of how to maintain and adjust pace as appropriate • Lack of needed postural corrections • Lack of feedback to the rider to obtain a balanced seat and effective use of aids • Lack of clear direction of pattern elements • Needed corrections not effectively communicated or lack of follow-through

Component (Rider Demonstrates)	Expectations of Component (Rider and Applicant)	Demonstrated to Expected Level (Applicant)	Not Demonstrated to Expected Level (Applicant)
Posting trot/jog	<ul style="list-style-type: none"> ▪ Demonstrate control of equine ▪ Straightness of equine ▪ Bending of equine through corners ▪ Correct posting diagonal maintained ▪ Appropriate use of natural aids applied and use of artificial aids as appropriate ▪ Secure seat demonstrated with correct postural alignment ▪ Light but effective contact shown 	<ul style="list-style-type: none"> ▪ Clear “where” the rider is to perform aids using points of reference ▪ Instruction of the whats, hows (aids) and whys for a half halt/check ▪ Instruction of the transition from walk to trot/jog using whats and hows (aids) ▪ Feedback and corrections as appropriate to the posting trot/jog followed through to effect improvement ▪ Specific praise observed as appropriate to the rider’s effectiveness ▪ Corrected or confirmed correct diagonal and posting rhythm ▪ Instruction of how to maintain and/or adjust pace as appropriate ▪ Postural corrections given and followed-through for rider to maintain a balanced seat and optimize use of aids ▪ Corrections communicated with follow-through to effect improvement ▪ Specific praise observed as appropriate to the rider’s effectiveness 	<ul style="list-style-type: none"> ▪ Lack of direction of pattern elements ▪ No recognition and/or correction of rider on the wrong diagonal ▪ No instruction of how to maintain correct posting diagonal ▪ Lack of instruction of the aids to complete the transition from walk to trot/jog ▪ Lack of feedback if posting rhythm is erratic and/or negatively impacting the equine ▪ Needed corrections not effectively communicated or lack of follow-through

Component (Rider Demonstrates)	Expectations of Component (Rider and Applicant)	Demonstrated to Expected Level (Applicant)	Not Demonstrated to Expected Level (Applicant)
Posting trot/jog: change rein across diagonal	<ul style="list-style-type: none"> ▪ Demonstrate control of equine ▪ Straightness of equine ▪ Bending of equine through corners ▪ Correct posting diagonal with proper change when changing rein ▪ Appropriate use of natural aids applied and use of artificial aids as appropriate ▪ Secure seat demonstrated with correct postural alignment ▪ Light but effective contact shown 	<ul style="list-style-type: none"> ▪ Accurate instruction of the change rein ring figure across the diagonal using points of reference ▪ Use whats, hows (aids) and whys for bending through the corner ▪ Half halt, straightening and bending through the next corner ▪ Use whats, hows (aids) and whys for posting on the correct diagonal and changing the diagonal ▪ Instruction of how to maintain and/or adjust pace as appropriate ▪ Postural corrections given and followed through for rider to maintain a balanced seat and optimize use of aids ▪ Corrections communicated with follow-through to effect improvement ▪ Specific praise observed as appropriate to the rider's effectiveness 	<ul style="list-style-type: none"> ▪ Inaccurate instruction of bending ▪ Inaccurate or unclear instruction of change of rein across the diagonal ▪ Lack of whats, hows (aids) and whys for bend, half halt/check, posting rhythm and change of diagonal ▪ No acknowledgment and/or correction of the incorrect diagonal ▪ Lack of or incorrect instruction of how to maintain and adjust pace as appropriate ▪ Lack of position corrections ▪ Lack of instruction for how incorrect position affects the equine's movement ▪ Needed corrections not effectively communicated or lack of follow-through
Sitting trot/jog: change rein across diagonal	<ul style="list-style-type: none"> ▪ Demonstrate control of equine ▪ Bending of equine through corners and turns ▪ Secure seat in saddle at sitting trot/jog ▪ Appropriate use of natural aids applied and use artificial aids as appropriate ▪ Correct postural alignment maintained ▪ Light but effective contact shown 	<ul style="list-style-type: none"> ▪ Instruction of how to change rein across the diagonal using points of reference ▪ Instruction of the whats, hows (aids) and whys of the half halt and a following seat ▪ Instruction of how to maintain and/or adjust pace as appropriate ▪ Postural corrections given and followed through for rider to maintain a balanced seat and optimize use of aids ▪ Corrections communicated with follow-through to effect improvement ▪ Specific praise observed as appropriate to the rider's effectiveness 	<ul style="list-style-type: none"> ▪ Inaccurate or unclear instruction with regards to where to conduct the change of rein across the diagonal ▪ Lack of whats, hows (aids) and whys for bending in the corners, straightness across the diagonal and how to ride with a following seat ▪ Lack of or incorrect instruction of how to maintain and adjust pace ▪ Lack of position corrections ▪ Lack of specific praise to affect the outcome of the ride ▪ Needed corrections not effectively communicated or lack of follow-through

Component (Rider Demonstrates)	Expectations of Component (Rider and Applicant)	Demonstrated to Expected Level (Applicant)	Not Demonstrated to Expected Level (Applicant)
Canter/lope: right lead	<ul style="list-style-type: none"> ▪ Demonstrate control of equine through upward and downward transitions ▪ Appropriate use of natural aids applied and use of artificial aids as appropriate ▪ Correct postural alignment maintained ▪ Light but effective contact shown ▪ Secure, balanced, following seat maintained throughout the transition and canter/lope 	<ul style="list-style-type: none"> ▪ Instruction using the whats hows (aids) and whys of the bend prior to the canter/lope depart ▪ Instruction using whats, hows (aids) and whys for the half halt and canter/lope depart ▪ Acknowledgement of correct lead and/or acknowledgement of incorrect lead and correction needed including whys ▪ Instruct the how (aids) of maintaining canter/lope or adjusting pace as appropriate ▪ Postural corrections given and followed through for rider to maintain a balanced seat and optimize use of aids ▪ Corrections communicated with follow-through to effect improvement ▪ Specific praise observed as appropriate to the rider's effectiveness 	<ul style="list-style-type: none"> ▪ Inaccurate and/or unclear instruction of the whats, hows (aids) and whys of the bend and canter/lope depart ▪ Not recognizing the incorrect lead ▪ Lack of or incorrect instruction for maintaining canter/lope or adjusting pace as appropriate ▪ Lack of position corrections ▪ Lack of specific praise to affect the outcome of the ride ▪ Needed corrections not effectively communicated or lack of follow-through
Posting trot/jog: 1/2 circle right, 1/2 circle left	<ul style="list-style-type: none"> ▪ Demonstrate control of equine ▪ Straightness of equine ▪ Bending of equine through 1/2 circles ▪ Correct posting diagonal with proper change when changing rein ▪ Appropriate use of natural aids applied and use of artificial aids as appropriate ▪ Secure seat ▪ Correct postural alignment maintained ▪ Light but effective contact shown 	<ul style="list-style-type: none"> ▪ Accurate instruction of the ring figure 2 loop serpentine using points of reference ▪ Used whats and hows (aids) for bending through the 1/2 circle, half halt/check, straightening and bending through the next 1/2 circle ▪ Used whats and hows (aids) for posting on the correct diagonal and changing the diagonal ▪ Postural corrections given and followed through for rider to maintain a balanced seat and optimize use of aids ▪ Instruction of how to maintain and/or adjust pace as appropriate ▪ Corrections communicated with follow-through to effect improvement ▪ Specific praise observed as appropriate to the rider's effectiveness 	<ul style="list-style-type: none"> ▪ Inaccurate and/or unclear instruction of the 2 loop serpentine ▪ Lack of whats, hows (aids) and whys for bend, half halt/check and posting on the correct diagonal, posting rhythm and change of diagonal ▪ No acknowledgment or correction of the incorrect diagonal ▪ Lack of or incorrect instruction of how to maintain and/or adjust pace ▪ Lack of position corrections ▪ Lack of specific praise to affect the outcome of the ride ▪ Needed corrections not effectively communicated or lack of follow-through

Component (Rider Demonstrates)	Expectations of Component (Rider and Applicant)	Demonstrated to Expected Level (Applicant)	Not Demonstrated to Expected Level (Applicant)
Canter/lope: left lead	<ul style="list-style-type: none"> ▪ Demonstrate control of equine through upward and downward transitions ▪ Appropriate use of natural aids applied and use of artificial aids as appropriate ▪ Correct postural alignment maintained ▪ Light but effective contact shown ▪ Secure, balanced, following seat maintained through the transitions and canter/lope 	<ul style="list-style-type: none"> ▪ Instruction using the whats, hows (aids) and whys of the bend prior to the canter/lope depart ▪ Instruction using whats, hows (aids) and whys for the half halt and canter/lope depart ▪ Acknowledgement of correct lead and/or acknowledgement of incorrect lead and correction needed ▪ Instruct the how (aids) of maintaining canter/lope or adjusting pace as appropriate ▪ Postural corrections given and followed through for rider to maintain a balanced seat and optimize use of aids ▪ Corrections communicated with follow-through to effect improvement ▪ Specific praise observed as appropriate to the rider's effectiveness 	<ul style="list-style-type: none"> ▪ Inaccurate and/or unclear instruction of the whats, hows (aids) and whys of the bend and canter/lope depart ▪ Not recognizing the incorrect lead ▪ Lack of or incorrect instruction of how to maintain and/or adjust pace ▪ Lack of position corrections ▪ Lack of specific praise to affect the outcome of the ride ▪ Needed corrections not effectively communicated or lack of follow-through
Sitting trot/jog circle	<ul style="list-style-type: none"> ▪ Consistent bending of equine around circle ▪ Secure seat in saddle at sitting trot/jog ▪ Appropriate use of natural aids applied and use of artificial aids as appropriate ▪ Correct postural alignment maintained ▪ Light but effective contact shown 	<ul style="list-style-type: none"> ▪ Instruction of how to ride the ring figure of a circle using points of reference ▪ Instruction using the whats, hows (aids) and whys of the half halt, bend and use of a following seat ▪ Instruction of how to maintain and/or adjust pace as appropriate ▪ Postural corrections given and followed through for rider to maintain a balanced seat and optimize use of aids ▪ Corrections communicated with follow-through to effect improvement ▪ Specific praise observed as appropriate to the rider's effectiveness 	<ul style="list-style-type: none"> ▪ Lack of clear instruction with regards to where to conduct the ring figure of a circle ▪ Lack of whats, hows (aids) and whys for the bend, size, shape of the circle ▪ How to ride with a following, secure seat ▪ Lack of or incorrect instruction of how to maintain and/or adjust pace ▪ Lack of position corrections ▪ Lack of specific praise to affect the outcome of the ride ▪ Needed corrections not effectively communicated or lack of follow-through

Component (Rider Demonstrates)	Expectations of Component (Rider and Applicant)	Demonstrated to Expected Level (Applicant)	Not Demonstrated to Expected Level (Applicant)
Sitting trot/jog	<ul style="list-style-type: none"> ▪ Demonstrate control of equine ▪ Bending of equine through corners ▪ Secure seat in saddle at sitting trot/jog ▪ Appropriate use of natural aids applied and use of artificial aids as appropriate ▪ Correct postural alignment maintained ▪ Light but effective contact shown 	<ul style="list-style-type: none"> ▪ Instruction of how to maintain the sitting trot/jog and/or adjust pace as appropriate ▪ Instruction using the whats, hows (aids) and whys of the half halt/check, bend and use of a following seat ▪ Postural corrections given and followed through for rider to maintain a balanced seat and optimize use of aids ▪ Corrections communicated with follow-through to effect improvement ▪ Specific praise observed as appropriate to the rider's effectiveness 	<ul style="list-style-type: none"> ▪ Lack of whats, hows (aids) and whys to ride with a following and secure seat ▪ Lack of whats, hows (aids) and whys to maintain and/or adjust pace ▪ Lack of position corrections ▪ Lack of specific praise to affect the outcome of the ride ▪ Needed corrections not effectively communicated or lack of follow-through
Walk	<ul style="list-style-type: none"> ▪ Demonstrate control of equine ▪ Straightness of equine ▪ Secure seat ▪ Light but effective rein contact ▪ Correct postural alignment ▪ Appropriate use of natural aids applied and use of artificial aids as appropriate 	<ul style="list-style-type: none"> ▪ Instruction using the whats, hows (aids) and whys for the walk transition ▪ Clear direction of pattern elements including "where" the rider is to perform aids using points of reference ▪ Maintained forward walk ▪ Instruction of how to maintain and/or adjust pace as appropriate ▪ Postural corrections given and followed through for rider to maintain a balanced seat and optimize use of aids ▪ Corrections communicated with follow-through to effect improvement ▪ Specific praise observed as appropriate to the rider's effectiveness 	<ul style="list-style-type: none"> ▪ Lack of instruction and feedback about whats, hows (aids) and whys for the rider's performance to meet criteria ▪ Lack of acknowledgment of poor walking gait ▪ Lack of or incorrect instruction of how to maintain and/or adjust pace ▪ Lack of postural corrections ▪ Lack of feedback to the rider to obtain a balanced seat and effective use of aids ▪ Lack of clear direction of pattern elements

Component (Rider Demonstrates)	Expectations of Component (Rider and Applicant)	Demonstrated to Expected Level (Applicant)	Not Demonstrated to Expected Level (Applicant)
Halt and back	<ul style="list-style-type: none"> ▪ Effective use of aids with light contact ▪ Demonstrate respect for equine ▪ Maintain proper alignment and secure seat 	<ul style="list-style-type: none"> ▪ Instruction using the whats, hows (aids) and whys for the downward transition to halt and release ▪ Instruction using the whats, hows (aids) and whys for the back ▪ Postural corrections given and followed through for rider to maintain a balanced seat and optimize use of aids ▪ Corrections communicated with follow-through to effect improvement ▪ Specific praise observed as appropriate to the rider's effectiveness 	<ul style="list-style-type: none"> ▪ Lack of instruction of the aids for the downward transition to halt ▪ Lack of instruction of the release when the halt is completed ▪ Lack of instruction of the aids for the back ▪ Lack of instruction of the release in the rein back ▪ Lack of postural corrections ▪ Needed corrections not effectively communicated or lack of follow-through
Walk, halt and dismount	<ul style="list-style-type: none"> ▪ Effective use of aids with light but effective contact ▪ Straightness of equine maintained, ▪ Demonstrate respect for equine ▪ Proper alignment and position 	<ul style="list-style-type: none"> ▪ Instruction using the whats, hows (aids) and whys for the walk transition ▪ Instruction using the whats, hows (aids) and whys for maintaining and/or adjusting pace as appropriate ▪ Instruction of the how (aids) for the downward transition to halt ▪ Instruction of a safe technique for the dismount ▪ Empathy for the equine ▪ Safely addressed stirrups, girth and reins ▪ Postural corrections given and followed through for rider to maintain a balanced seat and optimize use of aids ▪ Corrections communicated with follow-through to effect improvement ▪ Specific praise observed as appropriate to the rider's effectiveness 	<ul style="list-style-type: none"> ▪ Lack of whats, hows (aids) and whys for the downward transition to walk, halt and dismount ▪ Lack of or incorrect instruction of how to maintain and/or adjust pace ▪ Lack of instruction of safe practices/movements for the dismount ▪ Lack of position corrections ▪ Lack of specific praise to affect the outcome of the ride ▪ Needed corrections not effectively communicated or lack of follow-through

Component (Rider Demonstrates)	Expectations of Component (Rider and Applicant)	Demonstrated to Expected Level (Applicant)	Not Demonstrated to Expected Level (Applicant)
General Instruction and Communication Skills	<ul style="list-style-type: none"> Polished and knowledgeable instruction in the moment reflecting awareness of rider's effectiveness and equine's response to rider Understanding of rider influence on equine movement through posture, aids and timing Demonstrate respect for equine Demonstrate respectful and appropriate communication with rider 	<ul style="list-style-type: none"> The applicant exhibited the skills to effectively instruct all the elements of the riding pattern with clear whats, hows (aids) and whys for each riding skill. The applicant was able to observe what the equine needed from the rider and impart that knowledge to the rider. The applicant was able to consistently provide accurate and timely feedback that enabled the rider to improve the skills needed to complete the riding pattern and positively impact the control of the equine and/or the equine's way of going. The applicant provided specific praise on multiple occasions to reinforce the rider's performance and positively impact their control of the equine, improving the equine's way of going. 	<ul style="list-style-type: none"> The applicant did not exhibit the skills necessary to effectively instruct all the elements of the riding pattern with clear whats, hows (aids) and whys for each riding skill. The applicant did not instruct the elements of the riding pattern accurately. The applicant did not provide accurate or timely feedback to the rider to positively impact the control of the equine and/or the equine's way of going. The applicant did not effectively communicate needed corrections or exhibited lack of follow-through. The applicant consistently provided unspecific or vague praise



PATH Intl. Certified Therapeutic Riding Instructor® (CTRI®) REQUIREMENTS AND APPLICATION INSTRUCTIONS

VIDEO UPLOAD INSTRUCTIONS:

PATH Intl. Certified Therapeutic Riding Instructor (CTRI) applicants are required to submit a video demonstration of their riding instruction and communication of riding skills to fulfill Part III of the PATH Intl. CTRI application. The purpose of this portion of the application is to assess the applicant's ability to instruct a rider through a set riding pattern, recorded in a 10-20 minute video.

To submit the video demonstration, applicants must take the following steps:

1. Title their video file with:

- Last name
- Date of submission using two digits for both the month and day and four digits for the year
- Periods to separate the month, day and year
- File type (i.e., video file format)
- No spaces between any of the items

For example: Sam Smith's video submitted on January 3, 2020 would be titled: **Smith01.03.2020.mp4**

NOTE: Videos that are not titled using the above convention may not be connected to the correction application, resulting in the application being recorded as incomplete and/or subject to a \$250 processing fee.

2. Title the copy of the photo ID using the same naming convention as described above.

For example: A JPEG of Sam Smith's photo ID submitted on January 3, 2020 would be titled: **Smith01.03.2020.jpg**

NOTE: Copies of photo IDs that are not titled using the above convention may not be connected to the correction application, resulting in the application being recorded as incomplete and/or subject to a \$250 processing fee.

3. Upload both files to the secure PATH Intl. Dropbox at <https://www.dropbox.com/request/t4BiJsDI7MIGecYhx3fz> by following the steps provided by Dropbox.

The video should be uploaded at the same time the application is submitted—regardless of whether the application is submitted online, via email or by mail. Online submission of applications is encouraged for speedier processing.

*All videos and photo IDs must be uploaded to the secure PATH Intl. Dropbox. **Emailed videos and photo IDs will be immediately deleted for security purposes.***

PART IV : EXPERIENCE WORKING WITH INDIVIDUALS WITH DISABILITIES

Purpose: The purpose of this part of the application is to document the applicant's experience **directly** working and interacting with individuals with disabilities. Hours working/interacting solely with one individual or individuals to whom the applicant is related are not sufficient to fulfill the requirements of this part.

This part has two options. Below is Option A.

The applicant meets the requirements of this part by providing documentation to satisfy either option.

Complete **Option A** if you can provide documentation of 25 hours of volunteer experience working with people with disabilities in a therapeutic riding lesson (leader, side-walker, or instructor's aide).

Guidance:

The applicant should have direct interaction with lesson participants, whether as a leader, sidewalker or aide. Time the applicant spends in a supporting role but away from direct interaction with lesson participants (for example, prepping equines for the next lesson or doing barn chores) cannot be included.

Who signs off:

Documentation of Part IV: Option A must be signed by an individual who **directly observed or supervised** the applicant during the hours documented. This may be an instructor, program director, equine/barn manager, volunteer coordinator, etc. A separate form must be submitted for each supervisor or instructor. If the applicant is submitting hours from more than one therapeutic riding lesson program/facility, they should submit a copy of the form for Part IV: Option A for **each** program/facility.

A

PART IV : EXPERIENCE WORKING WITH INDIVIDUALS WITH DISABILITIES

Purpose: The purpose of this part of the application is to document the applicant's experience **directly** working and interacting with individuals with disabilities. Hours working/interacting solely with one individual or individuals to whom the applicant is related are not sufficient to fulfill the requirements of this part.

This part has two options. Below is Option B.

The applicant meets the requirements of this part by providing documentation to satisfy either option.

Complete **Option B** if you can provide documentation of 25 hours working in an environment other than a therapeutic riding setting with individuals with special needs (cognitive, behavioral and/or physical), outside of a therapeutic riding setting, to whom the applicant is not related.

Guidance:

The applicant can submit documentation of paid or volunteer experience. Time reported by the applicant should involve direct interaction with one or more people with disabilities, in a recognized school, disability-centric organization, residential facility or other setting.

Who signs off:

Documentation of Part IV: Option B is signed by the supervisor (coach, manager, program director, etc.) responsible in each setting for which the applicant has documented hours. If the applicant is submitting hours from more than one setting or supervisor, they should submit a copy of the form for Part IV: Option B for **each** setting or supervisor.

Examples:

1. Physical therapy, occupational therapy or speech language pathology services (equine-assisted services or otherwise)
2. Special Olympics
3. School classroom staff, aides, volunteers
4. Residential setting staff, aides, volunteers
5. Personal support providers (for people to whom the applicant is not related)

B

PART V : SUPERVISED INSTRUCTION OF THERAPEUTIC RIDING

Purpose: The purpose of this part of the application is to document the applicant's practical experience teaching mounted therapeutic riding lessons under the supervision of a current PATH Intl. Certified Therapeutic Riding Instructor (CTRI) with at least 120 hours of experience teaching therapeutic riding lessons.

Guidance:

If the applicant teaches under the supervision of more than one supervising instructor, separate forms must be signed and submitted for each supervising instructor. Each supervising instructor must hold current PATH Intl. CTRI certification at the time the hours are supervised. All documented teaching hours must have been completed no more than two years prior to the date the application is submitted.

To meet the requirements of Part V, applicants must provide documentation of twenty-five (25) clock hours of teaching time. Time spent on lesson planning and notes, groundwork skills or equine evaluation cannot be counted.

Who signs off:

The requirements for the supervising instructor for Part V of the application are different from Parts I-IV. Applicants and their supervising instructors should review the below requirements carefully.

1. All of the applicant's teaching hours must be supervised by a PATH Intl. Certified Therapeutic Riding Instructor (CTRI) credential holder.
2. If the supervising instructor does not hold PATH Intl. Advanced or Master Therapeutic Riding Instructor certification in addition to the CTRI credential, they must have accumulated 120 hours of teaching time after acquiring the PATH Intl. CTRI credential BEFORE supervising CTRI applicant teaching hours. Applicant teaching hours that take place before the supervising CTRI accrues 120 hours cannot be submitted as documentation for Part V.
3. Certified PATH Intl. Advanced or Master Therapeutic Riding Instructors also holding the CTRI credential can immediately supervise CTRI applicant teaching hours. No additional teaching hours must be acquired before they can sign off on hours documented for Part V.

PART V : SUPERVISED INSTRUCTION OF THERAPEUTIC RIDING (CONT.)

Applicant must provide documentation of a minimum of twenty-five (25) hours of experience within the last 2 years teaching mounted therapeutic riding lessons to groups of riders with disabilities including:

1 At least thirteen (13) hours of those hours spent teaching therapeutic riding to a group (two or more riders) and a maximum of twelve (12) hours teaching individual/private therapeutic riding lessons under the supervision of a PATH Intl. Certified Therapeutic Riding Instructor in good standing and who has a minimum of 120 hours of teaching experience.

AND

2 At least three (3) hours of the hours spent teaching therapeutic riding to two or more riders using three volunteers per rider under the supervision of a PATH Intl. CTRI credential holder with CURRENT CTRI certification and a minimum of 120 hours of experience teaching therapeutic riding lessons AFTER the date that they obtained the CTRI credential. It is the responsibility of applicants to verify that their supervising instructors possess a CURRENT certification validation card reflecting active CTRI certification for ALL dates teaching hours are supervised.

3 At least one (1) lesson must include practice of emergency dismounts.

4 All hours documented must be time with riders in the saddle.

Hours cannot be more than 2 years old on the date of application.

! *Applicants who cannot supply documentation of 25 hours instructing therapeutic riding to groups as set forth above will be considered **INELIGIBLE** for the certification examination, unless an accommodation or allowance has been requested and approved by the PATH Intl. Credentialing Council (PICC). Hours documented without a supervising instructor's signature will not be accepted.*



PATH Intl. Certified Therapeutic Riding Instructor (CTRI®) APPLICATION SUBMISSION INSTRUCTIONS

PATH Intl. Certified Therapeutic Riding Instructor (CTRI) applicants have three avenues for submitting a completed application: the online portal, email or mail. (*Faxing is strongly discouraged due to the number of pages that need to be transmitted.*)

NOTE: Upload of the video file and copy of photo ID for Part III must be done in order to submit a complete application.

AVENUE 1: ONLINE PORTAL

Click on the link in your application purchase receipt or go to www.pathintl.org and log into **My Portal**. Select “Certifications” from the “Credentials” dropdown menu. Scroll down to view the “Certified Therapeutic Riding Instructor” heading and click the arrow to the right of the heading. Click the “Complete Application” button and follow the steps to upload documentation as **ONE complete file** (PDF format is preferred). This includes proof of current CPR and first aid certification, proof of passing score on the PATH Intl. Standards exam and signed PATH Intl. Certified Professional Code of Ethics. Be sure to click the “submit” button at the bottom of the form in order to complete your submission.

AVENUE 2: EMAIL

Submit your finished application as **ONE complete file** (PDF format is preferred) via email to CTRICertification@pathintl.org.

AVENUE 3: MAIL

Send your finished application and any supporting documentation as **ONE complete packet** to:

PATH Intl.
PO Box 33150
Denver, CO 80233

TO UPLOAD YOUR VIDEO FILE AND A COPY OF YOUR PHOTO ID

1. Ensure you have used the naming convention as described on page 59 of this booklet to title your video file and copy of your photo ID.
2. Upload both files to the secure PATH Intl. Dropbox at <https://www.dropbox.com/request/t4BiJsDI7MIGecYhx3fz> by following the steps provided by Dropbox. *Be sure to retain the email confirmation from Dropbox verifying successful upload.*
3. Ensure the form for part III of your application paperwork lists the file name of your video and date of upload.



PATH Intl. Certified Therapeutic Riding Instructor (CTRI®) APPLICATION SUBMISSION INSTRUCTIONS

Complete applications will include:

- Proof of current adult & child CPR and first aid certifications
- Proof of a passing score on the PATH Intl. Standards exam within the last year
- Completed forms and supporting documentation as appropriate for:
 - Part I: Option A or Option B
 - Part II: Option A or Option B
 - Part III: Name of video file uploaded, video specifications checklist, riding participant filming release, waiver and release of liability.
 - Part IV: Option A or Option B
 - Part V
- Signed PATH Intl. Certified Professional Code of Ethics

QUICK LINKS

[Print the CTRI Application](#)

[Print the CTRI Application Instructions](#)

[Review the CTRI Application Paperwork Tutorial](#)

Please be aware that incomplete applications will not be accepted. Full documentation/evidence must be submitted at the same time for ALL parts of the application, using the approved application paperwork/forms. Incomplete or inaccurate applications may be subject to a \$250 processing fee.

Please do not hesitate to contact us at CTRICertification@pathintl.org or 1-800-369-7433 with any questions you may have as you prepare your application submission.



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PATH Intl.
Certified Therapeutic
Riding Instructor (CTRI®)
**Applicant Prep
Checklist**

How to use this section:

Use the following document to ensure you submit a completed application.



PATH Intl. Certified Therapeutic Riding Instructor (CTRI®) APPLICANT PREP CHECKLIST

Only complete applications will be accepted. Applications must be submitted no less than 90 days prior to the applicant's intended testing date for the computer-based certification exam.

- 18 years of age or older
- Current adult and child CPR and first-aid certifications
- Passing score on PATH Intl. Standards Exam (less than one year old)
- Submit accommodation request (if applicable)
- Signed PATH Intl. Certified Professional Code of Ethics

PART I: EQUINE HANDLING SKILLS

- Option A:** 30 hours of paid or volunteer time during which the applicant is engaged in equine handling under the supervision of a PATH Intl. Certified Professional
- OR**
- Option B:** Within the last 10 years, experience and participation as an active member of a recognized equestrian organization, during which the applicant directly handled equines

PART II: EQUINE MANAGEMENT SKILLS

- Option A:** Complete the PATH Intl. Equine Management and Handling Skills Checklist with a PATH Intl. Certified Professional
- OR**
- Option B:** Documentation of an equine management and handling course of study or certification from an equine organization or institution of higher learning that covers all topics on the PATH Intl. Equine Management and Handling Skills Checklist

PART III: RIDING INSTRUCTION AND COMMUNICATION OF RIDING SKILLS

- Video:** 20 minute demonstration of applicant's ability to instruct a rider of their choosing through a set riding pattern

PART IV: EXPERIENCE WORKING WITH INDIVIDUALS WITH DISABILITIES

- Option A:** 25 hours of volunteer experience working with people with disabilities, to whom the applicant is not related, in therapeutic riding lessons as a leader, sidewalker and/or instructor's aide
- OR**
- Option B:** 25 hours working in an environment interacting with individuals with special needs (cognitive, behavioral and/or physical), outside of a therapeutic riding setting, to whom the applicant is not related.

PART V: SUPERVISED INSTRUCTION OF THERAPEUTIC RIDING LESSONS

- 25 hours instructing mounted therapeutic riding lessons supervised by a PATH Intl. CTRI, including:
 - 13 or more hours teaching therapeutic riding to groups of two or more riders 12 or fewer hours teaching individual/private therapeutic riding lessons
 - 3 or more hours teaching therapeutic riding to groups of riders with three volunteers per rider
 - Practice of an emergency dismount on a minimum of one occasion
- Safety/tack checks conducted during each mounted lesson. Expectations put forth by PATH Intl. Standards are that safety/tack checks include, at a minimum and in no specific order, verification of:
 1. proper helmet fit and placement
 2. proper placement of saddle on the equine
(i.e. the saddle is not shifted or slipping to one side or the other)
 3. proper position of rider in the saddle
(i.e. the rider is not shifted or slipping to one side or the other)
 4. safely adjusted cinch/girth
 5. properly adjusted bridle/sidepull/halter/etc.
 6. safely adjusted and attached reins (and leadrope if applicable)
 7. safe combination of stirrup and footwear



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PATH Intl.
Certified Therapeutic
Riding Instructor (CTRI®)
**Certification
Exam Prep
Checklist**

How to use this section:

Use as a resource in
preparing for your
certification exam.



PATH Intl. Certified Therapeutic Riding Instructor (CTRI®) CERTIFICATION EXAM PREP CHECKLIST

- Submit completed CTRI® application no less than 90 days prior to the intended testing date
- Submit accommodation request no less than 60 days prior to the intended testing date, if applicable
- Possess authorization to test letter confirming candidate ID for exam registration purposes

PATH INTL. CTRI® CERTIFICATION EXAM FACTS

- The certification exam is offered only at authorized Pearson VUE testing centers. **Find a testing center.**
- An Authorization to Test letter issued by Pearson VUE is required to be eligible to register for the certification exam.
- The exam is a closed-book, proctored, computer-based test. Get an idea of what the exam will look like by exploring **this demo.**
- The exam consists of 85 multiple-choice questions, 80 of which are scored and 5 of which are unscored questions in beta test. The unscored questions will not be identified as such and are intermingled with the scored questions. Only the candidate's answers to the 80 scored questions factor into their overall exam score.
- Candidates are permitted 90 minutes to complete the 85 question exam.
- No books and/or notes are allowed in the testing room.
- No personal items are allowed in the testing room, including but not limited to mobile phones, hand-held computers/personal digital assistants (PDAs) or other electronic devices, pagers, watches, wallets, purses, firearms or other weapons, hats (and other non-religious head coverings), bags, coats, jackets, eyeglass cases, pens or pencils.
- Candidates will receive a report summarizing their performance and final score on the exam immediately and before departing the testing center. This report is not considered official issuance of PATH Intl. CTRI certification.
- PATH Intl. will formally issue CTRI certification to candidates within 45 days of successful completion of the certification exam.
- Exam retakes are permitted ONCE per testing window while the candidate is in possession of a valid authorization to test letter. Retake fees apply.



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PATH Intl.
Certified Therapeutic
Riding Instructor (CTRI®)
Certification
Exam Study Tips

How to use this section:

Use as a resource in
preparing for your
certification exam.

PREPARING FOR THE PATH INTL. CTRI® COMPUTER-BASED CERTIFICATION EXAM

The PATH Intl. CTRI® Certification Exam is administered as a proctored, computer-based test delivered at approved testing centers. PATH Intl. has chosen the PearsonVUE testing center network to deliver the PATH Intl. CTRI® certification exam.

- Candidates must complete payment for the certification exam fee (refer to estimated costs provided in section A) to receive an Authorization to Test letter. Once in possession of an Authorization to Test letter, candidates must register directly with PearsonVUE to schedule an appointment to take the exam at the testing center of their choice.
- Get an idea of what the 85 multiple-choice question computer based certification exam will look like by going to [this demo](#).
- Visit the [PATH Intl. certification exam webpage](#) and click “[Find a test center](#)” in the right-hand menu to search for centers nearest you.
- Wondering what to expect at a PearsonVUE testing center? View a general video tutorial [here](#) and review PearsonVUE testing policies [here](#).

What resources can help me prepare for the certification exam?

1. **Review the PATH Intl. CTRI® criteria.** The criteria should be regarded as the initial ‘study guide’ because it defines the precise scope of knowledge, skills and abilities required for the credential.
2. **Make sure you know how to interpret and apply all mandatory PATH Intl. Standards for mounted activities.** The standards supply essential information regarding safety for equines and riders, both within the standards and in the precautions and contraindications section.
3. **Review basic equine welfare concepts** such as normal TPR, identifying lameness, evaluating if an equine is ready to resume work after a mild bout of colic, assessing saddle fit, etc.
4. **The PATH Intl. CTRI® Study Guide** This guide is organized into five sections to align with the subject areas of the CTRI exam and the various skills you will be tested on. This organization helps ensure that you will be efficient in your content review and that you will be able to easily identify and go over any challenging content areas to boost learning retention.

This is an optional study resource. Candidates are NOT required to purchase this study guide in order to be successful on the exam, nor is it the only resource that may adequately prepare candidates for the exam

5. **The PATH Intl. Instructor Education Guide** This handbook for novice and experienced therapeutic horsemanship professionals covers topics such as the equine partner, tack and equipment, participants, teaching in a therapeutic setting, behavior and emotional regulation, volunteers, entering the ring, considerations for instructors and instructor development. Also included are a glossary and tools such as those to help conduct a successful participant screening process, teaching methods that encompass pedagogy, behavior management strategies, tactics for participant performance assessment and documentation as well as supporting sample forms for lesson plans, observations and reflections.

This is an optional professional development resource. Candidates are NOT required to purchase this education guide in order to be successful on the exam, nor is it the only resource that may adequately prepare candidates for the exam.

ADDITIONAL RESOURCES

The resources below were consulted during development of the questions on the PATH Intl. CTRI® certification exam. **NOTE: instructors are NOT expected to purchase any of these resources in order to successfully complete the test nor are these only resources that may adequately prepare candidates for the exam.**

- ✓ Dewkett, M., Brady, H., & Hernandez, H. (2016). *The Comprehensive Guide to Equine-Assisted Activities and Therapies*. Indianapolis, IN: Dog Ear Publishing.
- ✓ Ensminger, M.E. (1969). *Horses and Horsemanship*. Danville, IL: Interstate Printers.
- ✓ Ensminger, M.E. (1990). *Horses and Horsemanship*. Danville, IL: Interstate Printers.
- ✓ Harris, S. E. (1994). *The United States Pony Club Manual of Horsemanship, Basics for Beginners, D Level*. Broadway, NY: Howell Book House.
- ✓ Harris, S. E. (2012). *The United States Pony Club Manual of Horsemanship, Basics for Beginners, D Level*. Broadway, NY: Howell Book House.
- ✓ Hass, J., & Dawson, J. (1994). *Safe Horse, Safe Rider*. North Adams, MA: Storey Publishing.
- ✓ Hayes, K. E., DVM, & Copeland, S. M. (2001). *Hands-On Senior Horse Care*. Gaithersburg, MD: Primedia.
- ✓ Hill, C. (1995). *101 Arena Exercises*. Pownal, VT: Storey Communications.
- ✓ Loving, N. S., DVM. (1993). *Veterinary Manual for the Performance Horse*. Grand Prairie, TX: Equine Research.
- ✓ Meyer, J. (2018, June 17). *Horse and Rider*. *Equus*, (489).
- ✓ Young, J. (n.d.). Retrieved January 10, 2019, from <https://www.learn-about-horses.com/horse-communication.html>



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PATH Intl.
Certified Therapeutic
Riding Instructor (CTRI®)
Criteria

How to use this section:

The following standards across 5 skill areas must be demonstrated in order to achieve certification.



Certified Therapeutic Riding Instructor CRITERIA

PATH Intl. leads the advancement of professional equine-assisted services by supporting its members and stakeholders through rigorously developed standards, credentialing and education.

FIVE SKILL AREAS



The PATH Intl. Certified Therapeutic Riding Instructor (CTRI) is a voluntary, entry-level credential for individuals in the equine assisted services (EAS) profession who provide riding instruction and therapeutic value to people with disabilities. This may include mounted or unmounted work partnering with an equine. PATH Intl. CTRIs have met established criteria and standards of practice in the field. They have demonstrated their knowledge of disabilities, equines, teaching and human-animal interactions.

CTRE - EQUINE MANAGEMENT

CTRE 1.0 PATH Intl. Standards

CTRE. 1.1 Know and implement PATH Intl. Standards and their interpretation for equine care, maintenance and usage.

CTRE. 1.2 Know and implement PATH Intl. Standards and their interpretation regarding the use of safety equipment and adaptive equipment.

CTRE 2.0 Breeds/Colors/Markings/Parts of the Horse

CTRE. 2.1 Identify an equine by age, color and markings, breed characteristics, height and weight.

CTRE. 2.2 Know the basic anatomic parts of the equine.

CTRE 3.0 Horse Senses and Behavior

CTRE. 3.1 Know the characteristics of the senses of the equine and how they contribute to equine behavior.

CTRE. 3.2 Know the behavioral characteristics of a lesson-ready equine.

CTRE. 3.3 Know how the senses of the equine and equine behavior affect the safety of the riding setting.

CTRE. 3.4 Identify stable vices, including cribbing, weaving, biting, kicking and wood chewing.

CTRE. 3.5 Recognize signs and causes of negative equine behaviors (including/not limited to biting, kicking, and crowding personal space).

CTRE. 3.6 Identify appropriate types of rewards for equine positive behaviors (including/not limited to release of pressure, verbal praise or pats/rubs.)

CTRE. 3.7 Identify equine behavior or body language that could signal a dangerous situation and know appropriate actions to take to protect the safety of people and equines.

CTRE 4.0 Feeds and Feeding

CTRE. 4.1 Know feed requirements of the equine, including hay, salt and minerals, grain, feeding intervals and water.

CTRE. 4.2 Recognize signs of poor quality feed.

CTRE 5.0 Stable Management

CTRE. 5.1 Identify appropriate protection for equines, including fly masks and bonnets, shelter and fly repellents.

CTRE. 5.2 Know equine manure handling methods for sanitary conditions of stall and turn out areas.

CTRE. 5.3 Identify bedding materials.

CTRE. 5.4 Identify potential stall hazards.

CTRE. 5.5 Know how to give an equine a bath.

CTRE. 5.6 Describe techniques used to warm up an equine prior to an EAS session.

CTRE. 5.7 Describe techniques used to cool down an equine following a work session.

CTRE 6.0 Health and Sickness

CTRE. 6.1 Know and recognize the signs of:

- 1 behavior change
- 2 metabolic disorders
- 3 good health
- 4 laminitis
- 5 rabies
- 6 ringworm
- 7 infectious diseases
- 8 thrush
- 9 colic
- 10 weight issues
- 11 heat stroke
- 12 stress
- 13 dental problems

CTRE. 6.2 Know and recognize when an equine is unsound and how it may impact equine behavior.

CTRE. 6.3 Identify normal ranges and how to take TPR (temperature, pulse, respiration).

CTRE. 6.4 Describe programs and intervals for deworming, vaccination, hoof and teeth care programs to maintain equine health.

CTRE. 6.5 Know first-aid treatment for wounds.

CTRE 7.0 Grooming

CTRE. 7.1 Identify and explain the use of grooming tools, including:

- 1 curry comb
- 2 hard brush or dandy
- 3 soft brush or body
- 4 hoof pick
- 5 mane or tail comb
- 6 shedding blade
- 7 sponges
- 8 sweat scraper

CTRE. 7.2 Know how to cool down an equine following a work session.

CTRE. 7.3 Know how to clip an equine for maintenance, including:

- 1 bridle path
- 2 fetlock
- 3 muzzle

CTRE 8.0 Tack and Tacking

CTRE. 8.1 Identify and know the purpose, use and function of:

- 1 bits: snaffle and curb
- 2 bitless bridles
- 3 bridles
- 4 saddles: english and western
- 5 saddle pads
- 6 bareback pads
- 7 adaptive equipment
- 8 breastplates and collars
- 9 safety stirrups
- 10 safety helmets
- 11 surcingles

CTRE. 8.2 Know the parts of english and western saddles and bridles.

CTRE. 8.3 Know how to tack an equine.

CTRE. 8.4 Select and evaluate equipment needs for riders and horses, including:

- 1 type of saddle, bridle and reins
- 2 how saddle affects rider position
- 3 how bridle and saddle affect the equine
- 4 adaptive equipment

CTRE. 8.5 Identify correct fitting and adjustment of a saddle or surcingle to maintain the safety and well-being of the equine and rider.

CTRE. 8.6 Know how to educate the team, including riders and volunteers, in the use of the equipment.

CTRE. 8.7 Know and demonstrate tack cleaning, care and maintenance.

CTRE 9.0 Unsoundness and Blemishes/Form to Function

CTRE. 9.1 Recognize the difference between a blemish and an unsoundness.

CTRE. 9.2 Identify and describe the foot falls and beats of the:

- 1 walk
- 2 trot or jog
- 3 canter or lope

CTRE 10.0 Selection

CTRE. 10.1 Explain the characteristics of an EAS equine.

CTRE. 10.2 Recognize when an equine is unwilling to accept:

- 1 leaders and sidewalkers
- 2 ambulation aids
- 3 mounting ramps and blocks
- 4 game equipment
- 5 mounting procedures

CTRE. 10.3 Recognize the need for a conditioning and maintenance program for therapeutic riding equine, including:

- 1 lungeing
- 2 schooling
- 3 record keeping

CTRH - HORSEMANSHIP

CTRH 1.0 Horsemanship Preparation and Safety

CTRH.1.1 Know and demonstrate the following:

- 1 haltering and leading
- 2 tying and safety knots
- 3 grooming and tacking
- 4 proper riding attire

CTRH. 1.2 Know and demonstrate safe turnout of an equine into a stall, pen or field.

CTRH. 1.3 Know and demonstrate safe leading techniques at the walk and trot or jog through turns, transitions and backing.

CTRH. 1.4 Know and demonstrate safe lunging of an equine in a circle on a lunge line at the walk, trot or jog and canter or lope including but not limited to:

- 1 safe positioning of lunge in relation to horse position during lungeing
- 2 safe management of the lunge line and whip during lungeing at W/T/C
- 3 selection of lungeing equipment
- 4 a safety check for equipment fit to equine prior to lungeing
- 5 safe use of lungeing equipment
- 6 halt of the equine on a lunge line
- 7 safe change of direction of an equine on a lunge line

CTRH. 1.5 Know and instruct tack check procedures

CTRH 2.0 Mounting and Dismounting

CTRH. 2.1 Know and instruct:

- 1 mounting and dismounting from ground or mounting block/ramp
- 2 how to assist a rider during mounting and dismounting
- 3 an equipment check prior to mounting
- 4 stirrup adjustment prior to mounting

CTRH 3.0 Position

CTRH. 3.1 Know and instruct a secure seat and correct alignment at all gaits.

CTRH. 3.2 Know and instruct correct position, posture and alignment at the:

- 1 walk—free walk and working walk
- 2 trot (sitting) or jog
- 3 trot—posting
- 4 canter or lope
- 5 two-point at the walk and trot or jog
- 6 walk and sitting trot or jog without stirrups
- 7 rein-back

CTRH. 3.3 Know and instruct shortening and lengthening reins.

CTRH 4.0 Gaits

CTRH. 4.1 Know and instruct:

- 1 walk—free walk and working walk
- 2 canter or lope on correct lead
- 3 trot sitting or jog
- 4 rein-back
- 5 rising trot—posting on correct diagonal
- 6 change of diagonals at the trot

CTRH. 4.2 Know and instruct light contact for all gaits.

CTRH. 4.3 Know and instruct straightness of the equine during all gaits.

CTRH. 4.4 Know and instruct control of the equine at all gaits.

CTRH. 4.5 Know and instruct the following transitions:

- 1 walk to trot or jog
- 2 canter or lope to walk
- 3 walk or trot or jog to canter/lope
- 4 walk to halt
- 5 trot or jog to walk

CTRH. 4.6 Know how to warm up an equine prior to a work session.

CTRH 5.0 Aids

CTRH. 5.1 Know and instruct the following natural aids:

- 1 hands
- 2 legs
- 3 seat
- 4 voice

CTRH. 5.2 Identify and know the purpose of spurs.

CTRH. 5.3 Know and instruct the appropriate use of crops as an artificial aid.

CTRH. 5.4 Know and instruct the following rein aids:

- 1 leading/opening
- 2 neck rein
- 3 direct rein

CTRH. 5.5 Know and instruct the following leg aids:

- 1 both legs at the same time
- 2 leg at the girth
- 3 alternating leg aids
- 4 leg behind the girth

CTRH 6.0 Movements

CTRH. 6.1 Know and instruct turn on the forehand.

CTRH. 6.2 Know and instruct bending a horse through corners and on circles.

CTRH. 6.3 Know and instruct half halt or check.

CTRH 7.0 Ring Figures

CTRH. 7.1 Know and instruct the following ring figures:

- 1 change of rein
- 2 half circles
- 3 circles
- 4 serpentine
- 5 figure eight

CTRH 8.0 Exercises and Games

CTRH. 8.1 Know and instruct mounted rider exercises at the walk and trot or jog.

CTRH. 8.2 Know and instruct riding without stirrups at the walk and sitting trot or jog.

CTRH. 8.3 Know and instruct ground poles at walk, trot or jog, and two point.

CTRH. 8.4 Know and demonstrate design and set up of obstacle course.

CTRH. 8.5 Know and demonstrate proper spacing of ground poles.

CTRH. 8.6 Know and demonstrate how to lunge an equine.

CTRI - THERAPEUTIC RIDING INSTRUCTION

CTRI 1.0 Horsemanship Preparation and Safety

CTRI. 1.1 Instruct the following:

- 1 grooming and tacking
- 2 tying and safety knot
- 3 haltering and leading
- 4 proper riding attire
- 5 proper spacing when leading or riding in a group
- 6 warming up an equine appropriately

CTRI. 1.2 Orient student to facility, stable rules and safety rules.

CTRI. 1.3 Select equine for individual riders according to:

- 1 behavior
- 2 movement quality
- 3 temperament
- 4 height
- 5 size

CTRI. 1.4 Instruct group lessons of two or more riders.

CTRI. 1.5 Know and implement PATH Intl. Standards and their interpretation regarding lesson area.

CTRI. 1.6 Know and conduct tack check procedures appropriate to the lesson setting

CTRI 2.0 Mounts and Dismounts

CTRI. 2.1 Instruct the following:

- 1 mounting and dismounting from ground or mounting block
- 2 assisting a rider during mounting and dismounting
- 3 equipment check prior to mounting
- 4 stirrup adjustment prior to mounting
- 5 independent, partially-assisted, fully-assisted mounts from the ground, mounting block and ramp

CTRI 3.0 Position

CTRI. 3.1 Instruct correct position at the:

- 1 halt
- 2 rein-back
- 3 walk—free and working walk
- 4 two-point at walk and trot
- 5 trot (sitting) or jog
- 6 trot—posting
- 7 canter or lope

CTRI. 3.2 Instruct lengthening and shortening of reins.

CTRI 4.0 Gaits

CTRI. 4.1 Instruct:

- 1 walk—free walk and working walk
- 2 trot (sitting) or jog
- 3 trot—posting on correct diagonal
- 4 canter or lope on correct lead
- 5 change of diagonals at the trot

CTRI. 4.2 Instruct light contact at all gaits.

CTRI. 4.3 Instruct straightness of the equine at all gaits.

CTRI. 4.4 Instruct bending of the equine at all gaits.

CTRI. 4.5 Instruct the following transitions:

- 1 walk to halt
- 2 trot or jog to walk
- 3 walk to trot or jog
- 4 canter or lope to walk
- 5 walk to trot or jog to canter or lope
- 6 walk to canter or lope

CTRI 5.0 Aids

CTRI. 5.1 Instruct the following natural aids

- 1 hands
- 2 legs
- 3 seat
- 4 voice

CTRI. 5.2 Instruct the appropriate use of crops as an artificial aid.

CTRI. 5.3 Instruct the following rein aids:

- 1 leading/opening
- 2 neck rein
- 3 direct rein

CTRI. 5.4 Instruct the following leg aids:

- 1 both legs at the same time
- 2 leg at the girth
- 3 alternating leg aids
- 4 leg behind the girth

CTRI 6.0 Ring Figures

CTRI. 6.1 Instruct the following ring figures:

- 1 change the rein
- 2 figure eight
- 3 circles
- 4 half circles

CTRI 7.0 Exercises and Games

CTRI. 7.1 Instruct mounted rider exercises at the walk and trot or jog.

CTRI. 7.2 Instruct riding without stirrups at the walk.

CTRI. 7.3 Instruct riding over ground poles at walk, sitting trot or jog, and two point.

CTRI. 7.4 Instruct riders through an obstacle course.

CTRI. 7.5 Utilize appropriate games in the riding setting.

CTRI 8.0 Ground and Stable Lessons

CTRI. 8.1 Instruct ground stable management lessons that are within the knowledge requirements of the CTRI level.

CTRT - TEACHING METHODOLOGY

CTRT 1.0 PATH Intl. Standards and Information

CTRT. 1.1 Know and implement PATH Intl. Standards and their interpretations regarding student forms.

CTRT. 1.2 Know PATH Intl. services available to the instructor.

CTRT. 1.3 Locate information about PATH Intl. Standards and the certification and accreditation processes.

CTRT. 1.4 Know the steps and requirements for the PATH Intl. Certified Therapeutic Riding Instructor Certification.

CTRT. 1.5 Know and practice emergency procedures, including:

- 1 know and demonstrate an emergency dismount.
- 2 know how to respond to an incident.

CTRT. 1.6 Know the location of the phone and emergency numbers/contacts.

CTRT 2.0 Record Keeping

CTRT. 2.1 Verify that the student forms are complete and updated for students the instructor teaches.

CTRT. 2.2 Interpret student forms and apply the information to the riding setting.

CTRT. 2.3 Write and maintain progress notes on riders.

CTRT. 2.4 Complete incident report as needed.

CTRT. 2.5 Comply with confidentiality requirements regarding students.

CTRT 3.0 Lessons Plans

CTRT. 3.1 Assess rider skills and determine goals and objectives for each individual rider.

CTRT. 3.2 Develop a lesson plan that includes:

- 1 a riding skill
- 2 a measurable objective related to the stated riding skill

CTRT. 3.3 Incorporate lesson activities suitable to the objective in the lesson plan.

CTRT 4.0 Teaching

CTRT. 4.1 Know and demonstrate teaching skills applicable to the CTRI level, including:

- 1 teaching a riding skill
- 2 safe and effective mounting and dismounting procedures
- 3 flexibility and adaptability in pursuit of stated teaching objectives
- 4 teaching to the level of students' emotional learning, physical and cognitive ability
- 5 being fair and consistent in applying standards of behavior
- 6 showing genuine interest in each student
- 7 progress toward independence
- 8 effective use of volunteers

9 appropriate games and exercises

10 appropriate praise

11 adapting and correcting equipment

12 providing whats, hows, whys

13 flexibility of teaching techniques

14 posture corrections

15 progression of equitation skills

16 rapport

17 teaching at individual rider's level

18 knowing the teaching environment

19 giving clear and concise instructions

20 maintaining control of class

21 ring presence

22 safe spacing and procedures

CTRT. 4.2 Possess instructor attributes, including:

1 common sense

2 professionalism

3 ethics

4 punctuality

5 organization

6 respect for riders and horses

7 patience

8 self-confidence

9 positive attitude

10 being a team player

11 knowledge of subject at instructor skill level

12 ability to self-reflect independently

CTRT. 4.3 Know the current PATH Intl. Certified Therapeutic Riding Instructor certification maintenance process.

CTRT 5.0 Methods

CTRT. 5.1 Know that riders learn in different ways.

CTRT. 5.2 Use simple behavior management techniques to maintain class control.

CTRT. 5.3 Work with instructional team (instructors, therapists, volunteers, students, families and care providers), including:

1 developing rapport

2 providing direction to leader and sidewalkers during lesson

3 assigning volunteers to riders

4 providing feedback to team members

5 rewarding team members

CTRT. 5.4 Identify dysfunctional behavior.

CTRD - DISABILITIES

CTRD 1.0 Human Anatomy

CTRD. 1.1 Identify parts of the human skeleton including:

- 1 clavicle
- 2 humerus
- 3 tibia
- 4 cranium
- 5 pelvis
- 6 ulna
- 7 femur
- 8 radius
- 9 vertebrae
- 10 fibula
- 11 scapula

CTRD. 1.2 Know the following movement terminology:

- 1 abduction
- 2 extension
- 3 rotation
- 4 adduction
- 5 flexion

CTRD 2.0 Disabilities

CTRD. 2.1 Know precautions and contraindications to therapeutic riding.

CTRD. 2.2 Know definition, causes, characteristics and teaching management for riders' disabilities the instructor teaches.

CTRD. 2.3 Locate information pertaining to all disabilities.

CTRD. 2.4 Self-evaluate instructional capabilities, facility environment, horse and personnel to determine riders who can be accepted as students.

CTRD. 2.5 Know the benefits of therapeutic riding.

CTRD. 2.6 Know the realms of therapeutic riding.

CTRD. 2.7 Know and demonstrate handling techniques for mounting, dismounting and postural alignment.

CTRD. 2.8 Know and demonstrate good body mechanics during mounting and dismounting.