**Equestrian Canada Drive Instructor Evaluation Application**

**2022**

*Administered by Horse Council BC*

Name:

Address: City: Postal:

Phone: Email:

Birthdate:

HCBC # EC# NCCP #

Date and Location of Evaluation you are applying for:

Drive Instructor: $367.50 (includes GST) by cheque or by phone with Credit Card.

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|  | Proof of EC Registered Coach Status or Coach in Training Status |
|  | Standard First Aid certificate (16 hour in person course, or blended course) |
|  | EPIC check with Vulnerable Sectors |
|  | Proof of Driver exams completed (Driver 1-12) |
|  | Proof of NCCP Training |
|  | Proof of completion of the NCCP Make Ethical Decisions online evaluation |
|  | Lesson Plan #1 Ground lesson |
|  | Lesson Plan #2 Carriage lesson |
|  | Emergency Action Plan |
|  | Signed EC Code of Ethics and Code of Conduct |
|  | Signed Medical Form |
|  | Signed Coach Discipline Policy |

\*The following documents must accompany this application.

\* If submitting by email all documents must be in .PDF format. All documents submitted must be clear and legible.

\*Do not submit cell phone photographs of any document.

\*Applications must be complete and submitted to the HCBC office no later than 30 days before the evaluation date

Name of Mentor(s):

Parent of Guardian Signature (if applicant is under the age of 18)

*Mail application and all documents to Horse Council BC, to arrive a minimum of 30 days prior to the evaluation date. Applications can be submitted to* [*coaching@hcbc.ca*](mailto:coaching@hcbc.ca) *with all documents attached in .PDF format. Only complete applications can be accepted into the evaluation.*

***Return to:***

***Wendy Sewell, Coaching Manager, Horse Council BC,*** [***coaching@hcbc.ca***](mailto:coaching@hcbc.ca)[***www.hcbc.ca***](http://www.hcbc.ca)

***27336 Fraser Hwy, Aldergrove, BC, V4W 3N5***