

The Cat Fanciers' Association, Inc.

JUDGING PROGRAM RULES

April 2025

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SECTION 1

DEFINITIONS

AGENTING: Exhibiting a kitten or cat at a show on behalf of its owner having been designated on an entry form.

ALLBREED JUDGE: A judge who has been authorized to judge any type of show or portion thereof, including Allbreed shows.

APPLICANT: A person, eighteen (18) years of age or older, who has paid the application fee and has filed a CFA Judging Program Application with the appropriate Application Administrator of the Judging Program Committee (hereinafter referred to as the "JPC").

APPLICATION ADMINISTRATOR: One or more JPC members whose responsibility is to provide application information to people interested in applying to the Judging Program, receive and review completed applications, and to present the completed applications to the JPC and to the Executive Board.

APPRENTICE JUDGE: A Judge who has satisfactorily completed all assigned training sessions and who has been advanced to the status of Apprentice Judge by a two-thirds (2/3) favorable vote of the Executive Board.

APPROVAL PENDING JUDGE: A Judge who has satisfactorily completed the appropriate judging requirements and who has been advanced to the status of Approval Pending Judge by a two-thirds (2/3) favorable vote of the Executive Board.

APPROVED GUEST JUDGE: A Guest Judge from another association recognized by CFA, who has judged sufficient shows to become approved according to Section 12 rules.

APPROVED JUDGE: A Judge who has satisfactorily completed all requirements as an Approval Pending Judge and who has been advanced to the status of Approved Judge by a two-thirds (2/3) favorable vote of the Executive Board.

ASSOCIATE JUDGING PROGRAM: The limited program authorized by the Executive Board to serve underserved and/or isolated designated areas by developing a limited number of individuals to become Single Specialty Judges in those specific designated areas.

ASSOCIATE JUDGE: A person who has been primarily trained by online methods and who has been advanced to Associate Judge from Associate Judge Trainee by a two-thirds (2/3) favorable vote of the Executive Board. The Associate Judge is limited to judge in the specific geographical area in which they were accepted as determined by the Executive Board.

ASSOCIATE JUDGE TRAINEE: An Applicant who has been accepted into the Associate Judging Program and who must complete all requirements necessary to be advanced to Associate Judge.

BREED AWARENESS AND ORIENTATION SCHOOL (hereinafter referred to as “BAOS”): A School that is open to all interested parties, and that all Pre-Applicants must attend. It is an in-person school which includes instruction on colors/patterns, ring etiquette, show mechanics, marking a judge’s book, as well as psychology of judging and applying to the Judging Program. Included are break-out sessions for all Longhair breeds and all Shorthair breeds. The classroom portion is followed by Allbreed Judge supervised ring handling.

BREED-FOCUSED EXPERIENCE: Requirement for a Pre-Applicant to the Judging Program. Options that are available to the Pre-Applicant include cattery visits, independent Breed-Focused Experience at a show, Judge-supervised Breed-Focused Experience at a show.

CUSTODIAL CARE: Having custody of, housing a kitten/cat in the Pre-Applicant’s home for a minimum of three (3) months, caring for it and showing it. See Section 2 for detailed requirements.

DOUBLE SPECIALTY JUDGE: A Judge who has been authorized to judge both Longhair Specialty shows and Shorthair Specialty shows or any portion of either or both.

FILE ADMINISTRATOR: The JPC member who works with a person in the Judging Program from Trainee status up until the Judge is advanced to Approved Allbreed status.

FUN SHOW: A show that is held in conjunction with a CFA licensed show or a stand-alone show not aligned with another cat organization. See Section 12 for detailed requirements.

GUEST JUDGE: An Approved Specialty, Approval Pending Allbreed or Approved Allbreed Judge from another association recognized by CFA who may judge a CFA show according to the rules in Section 12.

GUEST JUDGE ADMINISTRATOR: A member of the JPC whose responsibility is to approve Guest Judge requests from CFA Clubs and guest judging requests from CFA Judges to judge for clubs from other

associations. In addition, keeps the records of these requests, evaluations, correspondence and their reviewed paperwork.

JUDGING PROGRAM COMMITTEE (JPC): A committee of Allbreed Judges and one or more exhibitor member(s) who administer the Judging Program Rules.

INACTIVE STATUS: A judge who is not permitted to accept judging assignments for any reason, as determined by the Executive Board. However, all other licensing provisions must be met (see Section 11 on licensing).

LEAVE OF ABSENCE.

a. A period of judging inactivity not exceeding one year that may be granted to a Judge by the Executive Board at the request of the Judge or the JPC.

b. A medical leave of absence may be granted by the Executive Board when requested by the Judge, the JPC, or at the discretion of the Executive Board. A Judge on medical leave for five (5) years will automatically be retired from the Judging Program.

MENTOR: An Allbreed Judge who provides assistance and support to an individual considering applying to the CFA Judging Program, from Pre-Application to Approved status. A Mentor may not act in this capacity for family members or individuals with whom they co-own or co-breed cats. The Mentor may assist a maximum of three (3) individuals at a time. The role of a Mentor will neither supersede nor interfere with the role of any member of the JPC. Mentors will be approved by the Mentor Coordinator.

MENTOR COORDINATOR: The member of the JPC who works with Pre-Applicant, Applicant, or any other applicable Judge as needed, to select and assign a Mentor.

PRE-APPLICANT: An individual who has contacted the appropriate Application Administrator of the JPC, who has received application information, has been paired with a Mentor, and who is working on completion of the application requirements to enter the Judging Program.

PROBATIONARY STATUS: The status when a Trainee, Apprentice Judge or person in Reconsideration status may be dropped without notice or explanation by a two-thirds (2/3) favorable vote of the Executive Board. A recommendation may or may not be made by the JPC for this action.

RECONSIDERATION STATUS: A formerly licensed CFA Judge who has been re-accepted into the Judging Program by a two-thirds (2/3) favorable vote of the Executive Board and is working on the Refresher Course.

REFRESHER COURSE: A course for prior and current CFA Judges who have been absent from judging (see Section 11 on licensing for specific time frames). This course is designed to enable the Judge to refresh and enhance their breed knowledge and skills. Color Classes will be performed while working under the supervision of an Approved Allbreed Judge. Evaluations will be completed by the supervising Judge and will be returned to the JPC. The JPC will review these reports and make their recommendation to the Executive Board. The status of the Judge satisfactorily completing the Refresher Course will be determined by a two-thirds (2/3) favorable vote of the Executive Board. The number of color classes/solo classes will depend on the evaluations submitted by the Supervising Judge.

SERVICE AWARDS: The Service Award is awarded to Judges to celebrate their Years of Service to CFA as Judges, in 5 year increments.

SINGLE SPECIALTY JUDGE: A Judge who is authorized to judge either an all Longhair Specialty show (or any portion thereof) or an all Shorthair Specialty show (or any portion thereof), but not both.

TITLE CHANGE: A change in status on a cat when shown.

- a. Kitten to RW, DW or NW
- b. Open/Champion, Open/Premier to Grand Champion or Grand Premier
- c. Grand Champion/Grand Premier to BW, RW, DW or NW

TRAINEE: An Applicant who has been accepted into the Judging Program by a two-thirds (2/3) favorable vote of the Executive Board and is taking Color Class training prior to consideration for advancement to Apprentice Judge.

SECTION 2

APPLICATION REQUIREMENTS

2.1 Informal Requirements for First Specialty Application:

There are many things over and above knowledge of standards and mechanics which are necessary for the complete Judge.

Listed below are some, but by no means all, of the intangible prerequisites for a Judge who will be a credit to CFA. The Executive Board is keenly aware of the responsibility it bears to its member clubs, the exhibitors at its shows, and those who pay admission to attend such shows, to use great care and selectivity in licensing those to be entrusted with the title of CFA Judge.

Many of these intangible requirements, which go into the making of a Judge of whom CFA can be proud, are innate; others may be acquired. Some require a wide exposure to and a deep interest in all breeds of cats which cannot be acquired in too short a space of time.

It is expected that each person wishing to become a CFA Judge will have sufficient dedication to this ambition to survey their own potential for judging as objectively as they would be expected to judge entries in the show ring and the self-discipline to wait until they are absolutely certain that they are ready for the responsibilities of judging, before making application to the Judging Program. Each Applicant accepted to the Judging Program becomes the recipient of much time and effort on the part of many people which will be wasted if the application has been made prematurely.

A few of these abilities and traits of character are:

- 1. Be of good reputation, both in the cat fancy and in the community.
- 2. Have a complete understanding of the CFA Show Standards, CFA Show Rules, Judges' Code of Ethics, and the CFA Judging Program Rules.

3. Knowledge and skill in the handling of the breeds of cats covered by the specialty for which the application is made. There are subtle differentiations between the breeds as to the approach each will respond to most favorably.
4. The patience and ability to keep, under internal and external stress and disturbance, that calm demeanor which will serve to reassure nervous cats.
5. Self-confidence without arrogance.
6. The ability to control emotions and temper, both with humans and with cats, under any and all circumstances.
7. The ability to reach a firm and reasoned decision and adhere to it without wavering or self-doubt.
8. The ability to set aside personal preferences and prejudices and consider each entry solely on the basis of the current CFA Show Standard.
9. The ability to retain complete control of the judging ring, while at the same time maintaining harmony and rapport with those working in the ring.
10. The ability to retain composure in the face of possible unpleasant atmosphere and comments from onlookers.
11. The faculty for the discreet showmanship which can hold an audience's attention, while at the same time maintaining complete dignity and making the cats, which are the reasons for the show, the focal point of attention, thereby enhancing interest in all cats. At all times, it is the cat which should be given the limelight.

2.2 Formal Requirements for Applying to the CFA Judging Program

First Specialty Application

1. Selection of approved Mentor.
2. Completed signed Application (must be at least eighteen [18] years of age).
3. Recent color photo of the Pre-Applicant.
4. Table of Contents with all pages numbered.
5. Proof of payment to CFA of the current application fee through the CFA website.
6. Proof of Master Clerk license, or Certified Clerk license.
7. Copy of CFA Cattery Registration for a period of at least five (5) years.
8. First Cattery Litter Registration Certificate.
9. Signed club membership verification letter.

10. Club Activities resume including show production.
11. Score Card Sections A and B.
12. Exhibitor Resume.
13. Completed forms for Custodial Care, Agenting and a listing of Exhibiting Experience for First Specialty breeds other than primary breed.
14. Breed-Focused Experiences applicable to First Specialty breeds.
15. Proof of attendance at a BAOS for First Specialty within the two (2) years prior to application date.
16. Statement of why you want to be a CFA Judge.
17. Proof of active membership in a CFA Breed Council.

The following items are not included in the Application Package, but sent directly to the Application Administrator:

18. Error-free marked Judges' Book with Judge's Statement.
19. Three (3) CFA club recommendations.
20. Three (3) letters of personal recommendation.

Second Specialty Application:

1. Completed and signed Second Specialty Application.
2. Proof of payment to CFA of the current application fee through the CFA website.
3. Score Card Section B.
4. Exhibitor Resume of Second Specialty kittens/cats.
5. Forms for Custodial Care, Agenting and a listing of Exhibiting Experience for Second Specialty breeds.
6. Breed-Focused Experiences applicable to Second Specialty breeds.
7. Proof of attendance at a BAOS in Second Specialty within 2 years prior to application date.

Detail Requirements First Specialty Application

- 2.3 Be at least eighteen (18) years of age.
- 2.4 Select a Mentor from the panel of Approved Allbreed Judges (may not be a family member) approved by the Mentor Coordinator.

2.5 Meet all application requirements at the time the application is dated and filed with the Application Administrator.

2.6 Application must be for Single Specialty only. Following advancement to Approval Pending First Specialty, application can be made for the Second Specialty once all requirements have been met. Judges applying to the CFA Judging Program from other associations may apply for Double Specialty. Refer to Section 3.

2.7 Have a current Master Clerk License or a current Certified Clerk License and take and pass a test with a score of seventy-five (75%) percent or better on show mechanics and ring management. (Test will be administered after submission of the Application.)

2.8 Include a letter from at least one CFA member club which verifies a record of at least five (5) years of active participation as a club member. The letter must include a detailed summary of the Pre-Applicant's club activities, including any experience as a show manager or show secretary, if applicable. The letter must be signed by the current club president and secretary. If the Pre-Applicant holds one of these offices, another club officer must sign the letter.

Or

Include a letter from at least one CFA show-producing club which verifies a record of show production for the past three (3) consecutive years. The letter must be signed by the club's president and secretary. If the Pre-Applicant holds one of these offices, another club member must sign the letter. A detailed summary of the past three (3) consecutive years must include the name of the club and dates of the shows and the duties performed. It must include if the Pre-Applicant was present at the entire shows from beginning to end of either a one (1) day or two (2) day show.

2.9 Provide a copy of the certificate of a CFA cattery name registered for a period of at least five (5) years.

2.10 Have five (5) years of breeding experience within ten (10) years immediately prior to application. Application may not be submitted sooner than five (5) years from the date of birth of the Pre-Applicant's first registered litter of the appropriate specialty. Provide a copy of the first litter registration.

2.11 Complete Section A of the Score Card. Must list a minimum of ten (10) Grand Champions/Grand Premiers shown by the Pre-Applicant. Six (6) of the cats in Section A must have been bred or co-bred by the Pre-Applicant.

2.12 Complete Section B – Exhibiting Requirements of the Score Card, using the point allocation found in the Score Card to calculate the number of points. A minimum of fifteen (15) points is required. The list must include at least one (1) Regional Winner or National Breed/Division Winner beyond Grand Champion/Grand Premier. Grand Champions/Grand Premiers in addition to those in Section A may be added in Section B, but they may not be listed more than once.

First Specialty (must equal or exceed fifteen [15] points):

Second Specialty (must equal or exceed ten [10] points):

National Winner (NW).....	8 points
National Best of Breed (BW)	7 points
Regional Winner (RW).....	5 points
Distinguished Merit (DM).....	5 points
Divisional Winner (DW).....	5 points
Second Best of Breed (National)	4 points
Third Best of Breed (National).....	2 points
Additional Grand Champion/Grand Premier.....	1 point

2.13 Provide a history of exhibiting experience (Exhibitor Resume), including cats owned by the Pre-Applicant or Agenting of cats owned by other people.

2.14 Provide a history of exhibiting experience (other than primary breed). This would include show photos, club name, dates and location of shows attended, confirmation of title change and Agenting/custodial forms if applicable.

a. Agenting: When the Pre-Applicant agents a cat for an owner, the Pre-Applicant's name must be entered in the catalog as "agent". The Pre-Applicant must house the kitten/cat at least the night before the show, complete all grooming, and exclusively handle the kitten/cat at the show. The Pre-Applicant must keep show catalogs to document the record of Agenting. Applications which include shows when the Pre-Applicant is an agent for an owner of kittens/cats must include a completed "Agenting form" for each kitten/cat being agented by the Pre-Applicant. The Agenting form must also be signed by the owner, the Pre-Applicant, and the Mentor.

b. Custodial Care-Ownership: A kitten/cat is housed in the Pre-Applicant's home for a minimum of three (3) months, including caring for it, preparing it for a show, transporting it to and from the show, all grooming at the show, including taking it to and from the rings. The kitten/cat must be exclusively in the Pre-Applicant's care throughout the show. The Pre-Applicant must house and exhibit the Custodial Care kitten/cat for a minimum of three (3) shows. Any kittens/cats that are shown that do not meet the minimums can be listed on the "Agenting Form" but they will not qualify as Custodial Care kittens/cats. The Pre-Applicant's Mentor must ensure that these requirements are met, by Zoom calls, cattery visits, or other means. Custodial Care kittens/cats must be entered in each show with the Pre-Applicant as agent and must be documented correctly in the show catalog. The Pre-Applicant must keep show catalogs to document the record of exhibiting. Photos are also required in the Pre-Applicant's home and at the show. Applications which include kittens/cats in Custodial Care as described in this section must include a completed "Custodial Care Form" for each kitten/cat. The Custodial Care Form must be signed and dated by the Owner, Pre-Applicant, and Mentor.

2.15 Specific Exhibiting Requirements: by Specialty – First Specialty

a. Longhair: There are two (2) body types (Persian/Exotic and Other). Persian/Exotic must be one (1) of the three (3) longhair breeds. If Persian/Exotic is the primary breed, two (2) additional breeds must be owned or have been agented by the Pre-Applicant. Agenting may be completed alone, in conjunction with Custodial Care, or with a combination of owned kittens/cats, Custodial Care, and Agenting. Each cat must be exhibited to a title change.

- 1.** Agenting requires four (4) different Longhair kittens/cats, exhibited in at least three (3) shows each.

2. Custodial Care/Ownership requires having Custodial Care or ownership of each of the two body types (Persian/Exotic and Other). The primary breed plus a minimum of two (2) additional breeds. Persian/Exotic must be primary or one (1) of the additional breeds.

b. Shorthair: There are three (3) body types (Foreign/Oriental, Semi-Foreign/Moderate, and Substantial). Foreign/Oriental must be one (1) of the four (4) Shorthair breeds. If Foreign/Oriental is the primary breed, three (3) additional breeds must be owned or have been agented by the Pre-Applicant. Breeds shown must be from all three body types. Agenting may be completed alone, in conjunction with Custodial Care, or with a combination of owned kittens/cats, Custodial Care, and Agenting. Each cat must be exhibited to a title change.

1. Agenting requires six (6) different Shorthair kittens/cats, exhibited in at least three (3) shows. Including their primary breed, each of the three (3) body types must be exhibited.
2. Custodial Care/ownership requires exhibiting each of the three (3) Shorthair body types; the primary breed plus a minimum of three (3) additional breeds, making a total of four (4) breeds.

2.16 Specific Exhibiting Requirements: by Specialty – Second Specialty

a. Longhair – three (3) breeds of both body types:

1. Agenting six (6) different Longhair cats in each of the two (2) different body types, at a minimum of three (3) shows each, exhibiting each to a title change.
2. Custodial Care or ownership of three (3) different breeds, in each of the two (2) different body types, at a minimum of three (3) shows each, exhibiting each to a title change.

b. Shorthair:

1. Agenting eight (8) different Shorthair cats in each of the three (3) different body types, at a minimum of three (3) shows each, exhibiting each to a title change.
2. Custodial care or ownership of four (4) different breeds, in each of the three (3) different body types, at a minimum of three (3) shows each, exhibiting each to a title change.

2.17 Breed-Focused Experience: Three (3) choices are available to complete this requirement – Cattery Visits, Independent Breed-Focused Experience at a show, or Judge Supervised Breed-Focused Experience at a show.

a. Longhair Pre-Applicants must have five (5) varied Breed-Focused Experiences in the applied-for specialty to include a variety of body types.

b. Shorthair Pre-Applicants must have seven (7) varied Breed-Focused Experiences in the applied-for specialty to include a variety of body types.

1. Cattery Visits: The owner of the cattery must be a current breed council member OR be an active participant in CFA, having bred at least one (1) CFA Grand Champion and have had at least two (2) litters in the past two (2) years. A variety of breeds of varying body types is recommended. The Pre-Applicant must handle a minimum of seven (7) kittens/cats at the same visit. Comments on the strengths and weaknesses of each cat are required, as well as one (1) or two (2) photos showing the Pre-Applicant handling the kittens/cats.
2. Independent Breed-Focused Experience at a Show: When seven (7) or more kittens/cats combined in all categories (Kitten, Championship, Premiership) are present at a show, a Breed-Focused Experience can be scheduled by first examining a breed summary in advance of the show to determine if enough entries of a particular breed have been entered in the show. Once determined that this would be a good show to attend, the Pre-Applicant should locate the Independent Breed-Focused Experience form on the CFA Website, print the form and bring it to the show. The Pre-Applicant should approach exhibitors and ask if they can handle their cats of the selected breed. Let them know this is an assignment for the Judging Program Application. The kittens/cats will be handled in the benching area. With guidance from the exhibitor the Pre-Applicant should learn how the cats they handle meet (or not meet) the written standard for that breed, what challenges exist for the breed in the standard, and what breed-specific handling is necessary to help put this breed at ease in the show ring. The Pre-Applicant should write the cat's information on the Independent Breed-Focused Experience form, and ask the exhibitor to sign the form. Comments on the strengths and weaknesses of each cat are required, as well as one (1) or two (2) photos showing the Pre-Applicant handling the kittens/cats. The Pre-Applicant must then observe at least two (2) judges judging each class and document how they rank the cats. If time allows and if enough cats of a second breed are present, additional other breed handling can be done, but may not be possible on the same day.
3. Judge Supervised Breed Focused Experience at a Show: Seven (7) or more kittens/cats combined in all categories (Kitten, Championship, Premiership) must be present at a show. A non-officiating Judge may be present and willing to guide the Pre-Applicant. A ring may become available later in the day for the cats to be brought to the ring for this handling. The Pre-Applicant should seek out the exhibitors to participate. With guidance from the non-officiating Judge the Pre-Applicant should learn how the cats they handle meet (or not meet) the written standard for that breed, what challenges exist for the breed in the standard, and what breed-specific handling is necessary to help put this breed at ease in the show ring, thus being able to better evaluate the cat. The Pre-Applicant should write the cat's information on the Judge Supervised Breed-Focused Experience form and the exhibitor should be asked to sign the form. Comments on the strengths and weaknesses of each cat are required, as well as one (1) or two (2) photos showing the Pre-Applicant handling the cats. The Pre-Applicant must observe at least two (2) Judges judging each class and document how they rank the cats. The observation of the two (2) Judges handling and ranking the cats may

have to happen earlier in the day, prior to the Judge Supervised Breed-Focused Experience.

2.18 BAOS Attendance: The Pre-Applicant must attend a BAOS for the Specialty they are applying for, within two (2) years prior to application submission to the Application Administrator.

2.19 Marking the Judges Book: The First Specialty Pre-Applicant must mark a judge's book in the ring of a CFA Allbreed Judge. This includes all color class sheets, breed summary sheets, and finals sheets. Absentees and transfers are to be included and marked correctly.

1. Approximately six (6) months prior to submission of the application, the Pre-Applicant will work with their Mentor to select a show and Allbreed Judge to complete this assignment.
2. Once agreed, the Pre-Applicant will reach out to the Judge and the Show Manager of the club holding the show to obtain permission and approval. The Pre-Applicant should obtain the Permission form on the CFA website, complete the form, and email it to the Show Manager for approval. The Pre-Applicant will ask the Show Manager to provide judges' class sheets, breed sheets and finals sheets. Once all approvals have been completed, the Pre-Applicant will provide the Permission Form to their Mentor, the Allbreed Judge and appropriate Application Administrator. The Pre-Applicant should also obtain the Judge's Guide from the website, "Marking a Judges' Book Judges' Guide" and forward it to the Judge prior to the show.
3. At the show, the Pre-Applicant will obtain the Judge's book, meet with the Judge and arrange to sit at the Judge's table on the opposite side from the ring clerk, making sure there is adequate access to and from the ring and room for the Judge to work.
4. The Judge or clerk must provide the Pre-Applicant with the absentee and transfer list, and provide information on additional absentees, transfers by color class number only, or disqualifications during the course of judging.
5. As the Judge hangs their ribbons in class judging and in the finals, the Pre-Applicant will mark the sheets appropriately. This must be done without any assistance from the Judge or clerk, except for absentees, transfers, and any disqualifications.
6. At the completion of judging, the Pre-Applicant will check the paperwork and then provide it to the Judge.
7. The Judge will compare their paperwork to that of the Pre-Applicant. If errors are found, the Judge will mark the incorrect paperwork and will advise the Pre-Applicant that the exercise is not correct and will mark the last page about the error. If the paperwork is correct, the Judge will sign the last page and will include the following statement: "I have reviewed the paperwork and found it to be identical to mine and error free".
8. The Judge will keep the yellow copy of the color class sheets, the pink copy of the breed and final(s) sheets and return the other copies to the Pre-Applicant.

9. Within five (5) days following the show, the Pre-Applicant will scan and send the paperwork to their Mentor and to the Application Administrator for review by a member of the JPC.
10. The Application Administrator will advise the Pre-Applicant whether their paperwork is correct or not. If error-free, the paperwork will be recorded in the files. If not, the exercise must be repeated until the paperwork is determined to be error-free.

2.20 Pre-Applicants from the USA and Canada must have exhibited in at least two (2) regions outside their own region. Pre-Applicants from Regions 8, 9 and the International Division are not required to exhibit outside their own regions.

2.21 Provide a statement about why the Pre-Applicant wants to be a CFA Judge.

2.22 First and Second Specialty Pre-Applicants must submit the Application and all required documents in one single file, PDF format. Application deadlines and all forms for applying to the Judging Program are located on the CFA Website on the Judging Program Resources page.

2.23 A Pre-Applicant who is an officer, director or judge in an organization structured for purposes similar to those of CFA must furnish proof of severance within fifteen (15) days of their acceptance to the CFA Judging Program. While a part of the CFA Judging Program, they may not join or rejoin any such organization following the severance. Employment with an organization structured for purposes similar to those of CFA is strongly discouraged.

2.24 Recommendation Letters First Specialty

1. Three (3) CFA club recommendation letters are required. Pre-Applicants must ask at least three (3) CFA clubs for recommendation letters. Two of the clubs must have produced a show in the previous two (2) years. Club recommendations would normally be discussed at a regularly scheduled meeting and be recorded in the minutes. The club's president and secretary must sign the recommendation letter. If the Pre-Applicant holds one (1) of these offices, another club officer must sign. Multiple club recommendations from the same officers will not be accepted. These letters are confidential and must be signed, scanned, and emailed directly to the appropriate Judging Program Application Administrator.
2. Three (3) personal recommendation letters are required. Pre-Applicants must ask for at least three (3) personal recommendation letters. The Club Officers who signed club recommendation letter may not provide personal recommendation letters. These letters are confidential and must be signed, scanned, and emailed directly to the appropriate Judging Program Application Administrator. Pre-Applicants must not solicit personal recommendations from currently licensed CFA Judges or Executive Board Members.

SECTION 3

REQUIREMENTS FOR JUDGES APPLYING TO THE CFA JUDGING PROGRAM FROM OTHER ASSOCIATIONS

3.1 A person who is or has been a judge in a similar association within any CFA region or area will be considered for application by the JPC. Each person must prove proficiency by completing color classes

when accepted to the CFA Judging Program. Although judging experience in a similar organization does not entitle anyone to any preferential treatment, the application requirements outlined in Section 2 may be satisfied by similar achievements in another association.

3.2 Training and advancement requirements from Trainee, Apprentice, Approval Pending to Approved must be met by all individuals accepted into the Judging Program, except those meeting the minimum Guest Judging Evaluation requirements.

3.3 Judges from other associations applying to CFA must submit:

- a. A formal application signed by their Regional Director or area Chair/Sub-Chair.
- b. A detailed history of cat fancy activities in CFA and/or their association.
- c. A statement why they want to become a CFA Judge.

All requirements must be met at the time the application is dated and filed with the Application Administrator in a single PDF file.

3.4 The Pre-Applicant must be at least eighteen (18) years of age.

3.5 The Pre-Applicant using the Application Process must have met comparable application requirements to CFA's within their association including:

- a. Have a registered cattery for a minimum of seven (7) years.
- b. Have shown/bred cats that attained titles comparable to CFA's of the number and quality required in Section 2.
- c. Have completed a minimum of five (5) years judging in their association, and have achieved the level at which they are applying to CFA.
- d. Completed and passed a CFA clerking test and one error-free clerking assignment.
- e. Have judged a minimum number of shows in their association in the two years prior to application. A list of shows judged during this period (including dates and locations) must be supplied with the application.

3.6 Pre-Applicants will not be accepted at a level higher than Approved Double Specialty (without minimum Guest Judging Evaluations) or Approval Pending Allbreed (that meet the Guest Judging Evaluation requirements).

3.7 Attendance at a CFA BAOS is required within two (2) years of acceptance.

3.8 Post-acceptance clerking and training requirements may be waived in part or in total for those Guest Judges that have satisfactorily completed a minimum of eight (8) Guest Judging assignments in the four (4) years preceding acceptance. All Guest Judging evaluations must be on file with the JPC. The Application must include a list of Guest Judging assignments for CFA in this period.

3.9 Clerking Requirements: A minimum of two (2) assistant ring clerking and two (2) chief clerking assignments must be successfully completed before beginning training (either prior to or just after acceptance to the Judging Program). Completed evaluations must be verified by the JPC. If clerking requirements are completed prior to application, they must be listed and documented in the Application. If a Guest Judge has a sufficient number of satisfactory Guest Judging evaluations, the clerking requirement can be waived.

3.10 Training Classes: A minimum of three (3) color class training sessions in each specialty must be completed, the first in each specialty being supervised. The next two (2) assignments in each specialty will be solo sessions. The Trainee file will be presented at the next scheduled Executive Board meeting and if approved by a two-thirds (2/3) favorable vote, will be advanced to Approved Double Specialty status.

3.11 Upon being licensed as an Approved Double Specialty Judge, the Judge will be required to complete a minimum of eight (8) assignments in each specialty. Once completed and approved by two-thirds (2/3) favorable vote of the Executive Board, the judge will be advanced to Approval Pending Allbreed status and will follow the standard advancement process.

3.12 Approved Guest Judges may apply to the Program by submitting an application, a resume detailing their breeding and exhibiting accomplishments, a history of CFA Guest Judging by show and date and a letter of intent to attend a BAOS within 2 years of acceptance. These Guest Judges, if approved by two-thirds (2/3) favorable vote of the Executive Board, will be accepted as Approval Pending Allbreed Judges and will then follow the standard advancement process.

SECTION 4

ASSOCIATE JUDGING PROGRAM

4.1 Application to the Associate Judging Program will be for specific underserved and/or isolated designated areas. Applications will only be accepted when the Executive Board designates an open application period for a designated area. The Executive Board will determine the number of Applicants to be accepted.

4.2 A qualified Applicant eighteen (18) years or older who is approved by the Executive Board with a two-thirds (2/3) favorable vote will be accepted only as a Single Specialty Associate Judge Trainee.

4.3 An Associate Judge Trainee must successfully complete all training as scheduled, including but not limited to online classes, video handling requirements and in-person training if offered by the JPC.

4.4 Upon successful completion of all training, the JPC will present those names of the eligible Associate Judge Trainees to the Executive Board for advancement to Associate Judge Single Specialty only. A two-thirds (2/3) affirmative vote will be required for advancement.

4.5 An Associate Judge is licensed only as a Single Specialty Associate Judge and only in their designated geographic area, as determined where the application was completed and approved.

4.6 Pre-Application requirements:

a. The Pre-Applicant must:

1. Show proof of breeding a minimum of four (4) years by providing a copy of a litter registration certificate that is dated at least four (4) years prior to Application.
 2. Show proof of exhibiting a minimum of four (4) years with a minimum of two (2) breeds shown in the same specialty where applying.
 3. Have shown a minimum of five (5) cats to Grand Champion or Grand Premier, three (3) of which must be of the Applicant's breeding.
 4. Have attained title of RW, DW, NW, BW on two (2) cats, one (1) which must be of the Pre-Applicant's breeding.
- b.** The Pre-Applicant must:
1. Be a licensed Ring Clerk, Master Clerk preferred.
- OR
2. Pass a basic clerking test.
 3. Be a current member in good standing in a CFA Club for at least two (2) years. The Pre-Applicant must submit a letter signed by the secretary of the club, or another officer in the event the Pre-Applicant is the club secretary.
 4. Submit a letter signed by a club secretary or president showing show production experience, either for their own club or for another CFA club.
 5. Provide a summary of the Pre-Applicant's service to CFA.
 6. Show proof of attendance at any/all feline topic seminars including but not limited to feline breeding, grooming, BAOS.
 7. Submit the completed application in PDF format to the Associate Judge Application Administrator.

4.7 An Associate Judge may clerk only in the opposite specialty in their own designated area, but may clerk both specialties or allbreed if performing as a clerk outside their own designated area.

4.8 Associate Judge Trainees and Associate Judges must adhere to the sections of the Judging Program Rules regarding Licensing, Continuing Education, and Conduct of all Judges, as well as to the Show Rules as they pertain to Judges.

SECTION 5

REQUIREMENTS FOR ASSOCIATE JUDGES FOR APPLICATION TO THE CFA JUDGING PROGRAM

5.1 Associate Judges who are licensed as Associate Single Specialty-only Judges may apply to the CFA Judging Program. They must meet all necessary requirements in their First Specialty.

5.2 The following requirements may be waived by the Application Administrator when the Associate Judge has completed ten (10) judging assignments with error free paperwork.

- a. Marking a Judge's Book.
- b. Breed-Focused Experience.
- c. Clerking License Requirement.

5.3 The name of each Associate Judge Applicant to the Judging Program will be submitted to the Executive Board at the first meeting held at least four (4) months after receipt by the Application Administrator of the completed Application. Application deadlines are listed on the CFA website. Applications are reviewed only at the February, June and October Executive Board meetings.

5.4 The JPC may recommend to the Executive Board advancement of Trainee to Apprentice Judge, with fewer than the six (6) required color class training sessions. This accommodation is based on the following schedule of judging assignments and number of cats judged while an Associate Judge.

# of Cats Judged	Total number of Assignments Completed	Assignments completed in the past 12 months prior to application	Supervised Assignments Required 1st Specialty	Solo Assignments Required 1st Specialty
0 to 200	<10	<6	3	3
200 to 400	10 to 15	> 6	2	3
>400	>15	>8	1	3

*The training judge assigned for supervised sessions has the discretion to complete the training session handling as a solo session. Total sessions must still meet Supervised session + Solo session requirement.

SECTION 6

PROCESS FOR FIRST AND SECOND SPECIALTY APPLICATIONS

First Specialty Application:

6.1 Once the Pre-Applicant has completed the Application, the Pre-Applicant's name will be posted on the CFA website. The CFA website pre-notice of First Specialty Pre-Applicant's name must be posted three (3) months prior to the next scheduled Executive Board meeting, when the Application is to be considered. Every effort will be made to list the Applicant's name in other official CFA forms of communication for receipt of letters of recommendation or concern. Applications will be reviewed at the February, June and October Executive Board meetings.

6.2 The Application Administrator working with the individual making the Application may make comments on the quality of the Application and their experience working with the individual. The JPC provides this information to the Executive Board.

6.3 The Applicant may withdraw their application within thirty (30) days of the date appearing on the CFA website and the application fee will be returned. The Pre-Applicant may reapply after one (1) year.

6.4 If the Application is not approved by the Executive Board, fifty (50%) percent of the application fee will be returned to the Applicant. The Applicant may reapply after one (1) year and must pay the current application fee.

6.5 An Application which has not been completed within one (1) calendar year of the date appearing on the Application, the Application will become inactive. If Pre-Applicant wishes to apply for admission to the Judging Program at a later date, such Application will be treated as a new application and must be accompanied by the current application fee.

6.6 Signed positive and negative letters must be documented and must be submitted to the appropriate Application Administrator no less than six (6) weeks prior to an Applicant's review by the Executive Board.

6.7 The Application Administrator will forward any negative letters to the Applicant, who will be given the opportunity to provide a written response. Any negative letter and written response will be included as part of the Application file.

6.8 When Applicant has successfully completed the Application process, their file will be forwarded to the Executive Board. The Application Administrator will inform the Applicant when the Application has been submitted to the Executive Board. The JPC may make recommendations and comments, either negative or positive, at the request of the Executive Board. The Executive Board will review the Application and make a decision as to whether or not the Applicant will be accepted into the Judging Program. Acceptance is by a two-thirds (2/3) favorable vote of the Executive Board

Second Specialty Application

6.9 Once an Approval Pending First Specialty Judge has met the second specialty requirements and has applied for the Second Specialty, the Application is ready to be forwarded to the Executive Board. Application deadlines are posted on the CFA website. Applications will be reviewed at the February, June and October Executive Board meetings.

6.10 The Application Administrator working with the individual making the Application may make comments on the quality of the Application and their experience working with the individual. The JPC provides this information to the Executive Board.

6.11 The Application Administrator will inform the Second Specialty Applicant when the Application has been submitted to the Executive Board. The JPC may make recommendations and comments, either negative or positive, at the request of the Executive Board. The Executive Board will review the Application and make a decision as to whether or not the Single Specialty Judge will be accepted into the Second Specialty of the Judging Program. Acceptance is by a two-thirds (2/3) favorable vote of the Executive Board.

SECTION 7

ACCEPTANCE TO THE JUDGING PROGRAM

7.1 The name of each Applicant (First/Second Specialty) will be submitted to the Executive Board at the first meeting held no less than four (4) months for first specialty Applicants and at least six (6) weeks

for second specialty Applicants after receipt of the completed Application. Applications are only reviewed at the February, June and October meetings, excluding the Associate Judging Program.

7.2 Acceptance into the CFA Judging Program is by a two-thirds (2/3) favorable vote of the Executive Board.

7.3 The Executive Board may, at its discretion, announce a moratorium on the acceptance of applications for admission to the Judging Program for a specified time period.

7.4 The Executive Board cannot determine whether any Applicant, no matter how highly recommended, will be able to translate theoretical or technical knowledge of standards, handling techniques, and mechanics into actual practice in the judging ring. Only after they have demonstrated their abilities in the various stages of the Program to the satisfaction of the JPC and the Executive Board will they be advanced to a higher status. In no instance will any step in the Program be omitted.

7.5 An Applicant, once accepted, will not be dropped from the program except by action of the Executive Board by a two-thirds (2/3) unfavorable vote.

SECTION 8

TRAINEES

8.1 Color Classes for Trainees – Breed/Division Color Class Sessions

a. Applicants who have been accepted to the Judging Program are designated as Trainees and are eligible to do breed/division color class work under the supervision of an Approved Judge; however, no Trainee shall be assigned to any Approved Judge who personally recommended the Trainee for acceptance to the Judging Program, nor may they train with their Mentor.

b. The Trainee and File Administrator will jointly select shows that are appropriate for the Trainee to train. The Trainee must not discuss training with the Training Judge or the Show Manager before approval has been obtained from their File Administrator. The Trainee must complete the first part of the Trainee Permission Form and send it to the File Administrator. The File Administrator arranges with the selected training Judge to accept a Trainee at the proposed show. The File Administrator then secures approval from the Show Manager and obtains the signed Permission Form for a Trainee to train at the show. The File Administrator will request of the Show Manager a Judge's book including color class sheets, breed and final sheets for the specialty and will request specific scheduling for the Training Judge.

c. The File Administrator will assign the Trainee to the Training Judge who they feel will best benefit that Trainee. Shows where a Trainee is authorized to work with more than one (1) Training Judge at the same show will count as one show/class credit.

d. Trainees are permitted at the following format shows:

- Saturday or Sunday of a back-to-back show;
- Two (2) day Allbreed shows (may train both days);
- One (1) day all Longhair or one (1) day all Shorthair shows;
- Two (2) day specialty shows one (1) day given to Longhair, and one (1) day given to Shorthair;

- One (1) day four (4) to six (6) ring shows, on a limited basis.
- e. Only one (1) Trainee is allowed per specialty. The number of Trainees allowed is limited to two (2); one (1) Longhair and one (1) Shorthair.
- f. Trainees may not request training on two (2) consecutive weekends, except in specific situations when it is considered by the File Administrator to be advantageous to the Trainee's progress. Exceptions will be infrequent.
- g. The File Administrator reserves the right to deny permission to any Trainee to work at any show with a permissible format when, in the opinion of the File Administrator, the circumstances of that show will not serve to adequately further the Trainee's progress.

8.2 Breed/Division Color Class Sessions

- a. First Specialty Trainees must perform at a minimum three (3) supervised and three (3) solo breed/division color class sessions and handle a minimum of one hundred fifty (150) cats. Associate Judges with sufficient judging history follow guidelines outlined in Section 5.
- b. The first training session will be considered primarily learning the mechanical procedures involved in judging. The last supervised session will be to evaluate the Trainee's ability to go on to solo color class sessions.
- c. A total of two (2) shows must be outside their region, country or area (for China), or not less than five hundred (500) miles or four hundred (400) kilometers from their place of residence.
- d. Second Specialty Trainees must perform at a minimum six (6) breed/division color class sessions and handle a minimum of one hundred fifty (150) cats.
- e. At least two (2) shows that are solo sessions should be outside their region, country or area (for China), or not less than five hundred (500) miles or four hundred (400) kilometers from their place of residence.
- f. Trainees in Japan must complete a minimum of two (2) sessions working with Judges from Regions 1-7 or 9.
- g. Trainees in the International Division must complete at least two (2) training sessions with Judges from Regions 1-7 or 9.
- h. Trainees may not have entries at a show where they do color classes, nor may they judge a cat owned or agented by a member of their household.
- i. Trainees may not have access to a show catalog until after they have been dismissed by the Training Judge.
- j. Trainees must present themselves to the Training Judge under whose supervision they are to work prior to the start of judging for that day and will remain with the Training Judge until the completion of all judging in that ring or until dismissal by the Training Judge.

8.3 Supervised Color Classes For Trainees

- a.** The Training Judge will determine, along with the guidance of the File Administrator, what breed/division color classes the Trainee will judge.
- b.** In order to save time and avoid undue handling of the exhibits, it is suggested that the Judge remove each cat from the judging cage, place it on the judging table, and make their examination, while the Trainee stands back and observes the handling and techniques used by the Training Judge. When the Training Judge is finished with the entry, the Trainee will examine it and return it to its judging cage. This procedure may be reversed at the discretion of the Training Judge.
- c.** Prior to the hanging of any ribbons by the Training Judge, the Trainee will mark their color class sheets for each cat handled, giving comments on each exhibit, and will award 1st, 2nd, 3rd by title in the male and female color classes; Best and 2nd Best of Color Class, Best and 2nd Best of Breed/Division and Best Champion of Breed/Division, if applicable. These decisions are to be arrived at independently and without consultation at the time of marking. Each entry must be judged by the CFA standards.
- d.** The Training Judge will hang all ribbons according to their own decisions. The Training Judge and the Trainee will then confer privately to discuss the cats and decisions.
- e.** Immediately following completion of training at the show, the Trainee must give the duplicate copy of the color class sheets, breed sheets and final sheet to the Training Judge.

8.4 Trainee Paperwork

- a.** Within two (2) days after the show, the Trainee will scan the original color class sheets, breed sheets, final page and catalog marked with the Training Judge's decisions, as well as Trainee's decisions and email to the File Administrator.
- b.** Paperwork errors other than a mechanical error, that occur in a trainee's training session, that are not corrected will be cause for counseling/coaching by the file administrator, and if repeated issues occur, the mentor will become involved to coach the trainee. Unresolved paperwork errors on the third or subsequent sessions, that have been coached, and continue to occur during training will be brought to the JPC for evaluation, and further action. These repeated errors could have an impact on the number of training sessions a trainee is required to complete.
- c.** The first training session that has a mechanical error will have the trainee notified and counseled on how to avoid mechanical errors, letting them know that the training session will count. A subsequent training session with a mechanical error will be cause for an additional training session.

8.5 Solo Color Classes For Trainees

- a.** When the Trainee has completed at least three (3) supervised color classes, the File Administrator will schedule them for solo color classes. Associate Judges with sufficient judging history follow guidelines outlined in Section 5.
- b.** The Trainee will observe the Training Judge who will judge the entries and mark their judging book but will not hang ribbons. The Training Judge will turn the ring over to the Trainee who will judge the cats, mark their book and hang the appropriate ribbons.

c. At the completion of the Trainee's judging, the Trainee's ribbons will be removed and the Training Judge will hang the official ribbons. The Trainee's awards have no official status.

d. The Training Judge and the Trainee will then confer privately to discuss the cats and decisions. It is expected that there will be some differences in the decisions of the Trainee and the Training Judge. The Trainee will be asked to present justifiable reasons for their decisions.

d. If time allows, the Trainee will be asked to present a final. The final may be a complete final or a shortened final such as a top 5 rather than Trainee's selected top 10.

e. Immediately following completion of training at the show the Trainee must give the duplicate copy of the color class sheets, breed sheets and final sheet to the Training Judge.

f. The File Administrator will provide the applicable forms to the Training Judge, which must be completed and returned to the File Administrator as soon as possible following the show. Judges are requested to make pertinent comments on both the tangible and the intangible aspects of a Trainee's qualifications for judging in addition to answering the specific questions on the form and also to make any suggestions which they feel will be helpful to a Trainee for the future. It is important that both the JPC and the Executive Board have as much information as possible on the performance of a Trainee in the ring before the Executive Board must decide whether to promote, defer or drop a Trainee from the Program.

8.6 When the services of a Trainee are used to judge Household Pets, they will be reimbursed as specified in the CFA Show Rules.

8.7 Trainees must not discuss possible invitations to judge or accept any invitations contingent on advancement by the Executive Board to the status of Apprentice Judge.

8.8 Trainees will have two (2) years to complete the required color class training. An extension may be granted by the Executive Board for medical reasons or extenuating circumstances. Those Trainees not completing color classes in two (2) years will be dropped and may re-apply after a two (2) year period.

8.9 Second Specialty Trainees may not begin training in the second specialty until they have advanced to Approved status in the first specialty. An Individual can advance to Approved First Specialty and Trainee Second Specialty at the same Executive Board Meeting.

SECTION 9

APPRENTICE JUDGES

9.1 The names of Trainees who have completed the required color class sessions and recommended by the will be presented to the Executive Board for a vote for advancement to Apprentice Judge.

9.2 A two thirds (2/3) favorable vote of the Executive Board is required for advancement to Apprentice status.

9.3 Apprentice Judges from any Region or the International Division may accept judging assignments in any Region or International Division country.

9.4 Apprentice Judges will charge a fee as stipulated in the Show Rules for Apprentice Judges. In the event a judge is in the Apprentice status in one specialty and in a higher status in another specialty, they will charge the Apprentice fee for the specialty portion of the show which they judge in the Apprentice status in addition to the higher judging fee for the specialty in the higher status. The Apprentice Judge will be reimbursed by the hiring club for transportation, lodging, meals, taxis and tips.

9.6 Apprentice Judges, who have any question about the procedures in this Program or about the interpretation of the Show Rules and Standards, are urged to consult their File Administrator or Mentor before attempting to judge a show.

SECTION 10

ADVANCEMENT PROCEDURES FOR APPRENTICE AND APPROVAL PENDING JUDGES

10.1 The following conditions must be met as requirements for advancement:

- a.** Apprentice Specialty Judges must judge a minimum of six (6) championship shows and handle a minimum of two hundred (200) cats with favorable club evaluations.
- b.** Approval Pending Single Specialty Judges must judge a minimum of six (6) championship shows with favorable club evaluations.
- c.** Judges approved in one (1) specialty and Approval Pending in the second specialty must judge a minimum of six (6) championship shows, with favorable club evaluations on the Approval Pending specialty judged.
- d.** Approval Pending Allbreed Judges must judge a minimum of six (6) championship shows, with favorable club evaluations.

10.2 Location of shows for each advancement level include:

- a. Judges (Double Specialty or higher) residing in Regions 1-7 or area (for China):** A minimum of two (2) shows must be judged outside the Judge's region of residence or not less than five hundred (500) miles or four hundred (400) kilometers from their place of residence for each advancement consideration.
- b. Judges (Double Specialty or higher) residing in Region 8:** A minimum of two (2) shows must be judged at least two hundred forty (240) kilometers away from the Judge's residence in Japan for each advancement consideration.
- c. Judges (Single, Double Specialty or higher) residing in Region 9 and the International Division:** A minimum of two (2) shows must be judged at least four hundred (400) kilometers away from the Judge's residence in Region 9 or the Judge's residence in the International Division, for each advancement consideration.

10.3 Requirements for any specific advancement must be completed within four (4) years. Apprentice Judges not fulfilling these requirements will be dropped from the Judging Program; Approval Pending Specialty Judges will be dropped to Apprentice Specialty status. This requirement shall not apply to Approval Pending Allbreed Judges.

10.4 For each show judged by an Apprentice or Approval Pending Judge, an evaluation form, supplied by the File Administrator must be completed and signed by a majority of the show committee and mailed or scanned and emailed to CFA Central Office with the show package or separately within thirty days (30) of the date of the show.

10.5 A two thirds (2/3) favorable vote of the Executive Board is required for advancement.

10.6 Apprentice and Approval Pending Judges and Trainees judging any show, including Household Pet shows, must submit pre-notice by using the online form for any judging assignments they have accepted, a minimum of thirty (30) days prior to the first day of the show. No credit will be given for the work at any show for which such pre-notice has not been submitted online at the stipulated time. When the Judge is a last-minute substitution, the Judge must submit pre-notice by using the online form when the contract is signed.

10.7 Anyone in the Judging Program whom the majority of the JPC feels would benefit from completing further shows will have the option of withdrawing their name for consideration for advancement by the Executive Board. The JPC will explain to the advancing Judge the problems with their advancement, what they can do to rectify the situation and, should the advancing Judge decide to go forward, what the consequences would be if the Executive Board does not advance them.

SECTION 11

LICENSING

11.1 Payment of the annual fee (as determined by the Executive Board) is a requirement for relicensing or, in the case of a Trainee, remaining on the Judging Panel. This fee is due at the beginning of each calendar year.

11.2 Approved, Approval Pending and Apprentice Judges, including Associate Judges, are licensed annually. Each name will come up before the Executive Board for review prior to licensing.

11.3 Advancement to the status of Approval Pending or Approved judge constitutes an automatic licensing in that status for the remainder of that licensing period.

11.4 Any Judge who has been inactive for more than twelve (12) months may request permission from the JPC to take the Refresher Course in their particular status. The Refresher course will involve color class work under the supervision of an Approved Allbreed Judge designated by the JPC. A written report will be submitted to the JPC by the Supervising judge.

11.5 Failure to relicense an Approved or Approval Pending Judge requires notification and a hearing before the Executive Board, as stipulated in Article XIV of the CFA Bylaws.

11.6 Any Judge in the Apprentice or Approval Pending category receiving five (5) or more no votes will be advised in writing and the specific reason(s) for concern will be noted.

11.7 Every Judge and Trainee, including Associate Judge Trainee and Associate Judge, must satisfy the continuing education requirements.

11.8 Satisfactory completion of the bi-annual Judges' Test with a score of eighty-five (85%) percent or higher is a requirement for relicensing.

11.9 Any Judge receiving a score of less than eighty-five (85%) percent must be retested with an alternate test within ninety (90) days of receiving the original test results, and attain a score of eighty-five (85%) percent or higher. Retests are subject to a re-take fee equal to the licensing fee.

11.10 If the retest score is less than eighty-five (85%) percent, the JPC will address the concern with the Judge, and discuss remedial action to be taken by the Judge.

11.11 Tests received after the deadline will be subject to a fee equal to the licensing fee. A Judge who has failed to return their test shall not be relicensed.

11.12 Trainees hold no license and remain in the Judging Program in a Probationary Status by the Executive Board.

11.13 Trainees and Apprentice Judges are in Probationary Status and may be dropped from the Judging Program at any time without notice or hearing for violation of any of the existing rules and regulations, and for violation of any which may hereafter be adopted. They may also be dropped from the Judging Program when, in the opinion of the Executive Board, it has become evident that such Trainee or Apprentice Judge does not have sufficient handling ability, knowledge of mechanics, breeds, and standards; or is unable to translate their knowledge into actual practice in the judging ring; or that they do not possess the intangible qualities necessary for the smooth and authoritative control of a show ring in all its aspects; or, in short, has not demonstrated the necessary knowledge, ability, and qualities required to contribute to CFA's prestige and public image. A two-thirds (2/3) vote of the members of the Executive Board is required to drop a Trainee or Apprentice Judge from the Judging Program.

11.14 A Trainee who has been dropped from the Judging Program or a Judge who has been dropped from the panel of Judges through failure to relicense may reapply after the lapse of two (2) years. Judges who reapply will be considered for reinstatement in the next lower status than that held when not relicensed.

11.15 Each Applicant for admission to the Judging Program, and to the Associate Judging Program, each Trainee, each Associate Judge Trainee, each Associate Judge, and each member of the CFA panel of Judges, must agree to the following statement before being considered for admission or advancement, or permitted to function under this program as a CFA Judge:

"I understand that only those Applicants with unquestionable moral character and impressive credentials will be considered for acceptance into the CFA Judging Program. I agree to abide by and accept any recommendations and decisions made by the Judging Program Committee, the Executive Board or CFA regarding this Application, as well as any consideration for advancement in the future. All decisions shall be binding and final, in accordance with current and future CFA Show Rules and CFA Judging Program Rules."

11.16 Each Applicant, Trainee or member of the CFA panel of judges, including the Associate Judging Program, will maintain their cats in such a manner that meets or exceeds the minimum standards according to the CFA Breeder Code of Ethics.

11.17 Each Applicant, Trainee or member of the CFA panel of Judges, including the Associate Judging Program, agrees to abide by the Judges' Code of Ethics currently in effect, and will sign the Judges' Code of Ethics.

11.18 The Executive Board, at the recommendation of the JPC or at the request of any Judge, supported by suitable written request, may grant a Judge or Trainee a leave of absence for a period not exceeding one (1) year. The Judge or Trainee will be authorized to commence participation in the Judging Program in the same status as when they were placed on leave of absence.

11.19 All CFA Judges must officiate at least three (3) CFA shows in two (2) years in order to be relicensed. Judges who have not fulfilled this requirement will be placed in Inactive Status and must complete a Refresher Course before returning to active Specialty or Allbreed status.

11.20 When there is verifiable concern about any Judge being able to continue their judging duties and/or ability to travel to officiate at a show, the Executive Board, or CFA Executive Committee may:

- a. Request that medical clearance by the treating physician be supplied and verified before the Judge may fulfill any existing assignment or accept any new assignment.
- b. Place a Judge on Medical Leave of Absence until such medical clearance is supplied and verified.

11.21 Responsibility for cancelling shows and associated travel arrangements remain the obligation of the Judge and must be undertaken immediately upon Executive Board/Executive Committee action.

11.22 Service Awards

The Service Award is awarded to Judges to celebrate their Years of Service to CFA as Judges.

a. Service Awards start to accrue on the first day of the month and year of advancement to Apprentice for the First Specialty, Associate Judge, or at whatever status a person from another association becomes a Judge in CFA.

b. Judge must have met a full five (5) years of service to receive an award.

c. Service Awards are announced at each Annual in five (5) year increments.

d. A Leave of Absence (LOA) beyond one (1) year will deduct the time of the LOA in whole-year increments from the accrual date. If longer than one (1) year and six (6) months, the time will be rounded up. Completion of the Judges' bi-annual test, if due, and Judges' dues must be paid during the period of the LOA.

e. A suspension will deduct the time of suspension in whole-year increments from the accrual date. If longer than one (1) year and six (6) months, the time will be rounded up.

SECTION 12

JUDGING INVITATION CLARIFICATIONS

12.1 Judging Invitations to CFA Judges by Non-CFA Associations

a. Invitations to CFA Judges from clubs affiliated with non-CFA cat associations not domiciled in the U.S. are subject to the approval of the JPC and may be considered only by Approved Allbreed, Approval Pending Allbreed or Approved Specialty Judges. A Judge may judge only the specialty/specialties in which they are approved.

b. Judges invited to guest judge for eligible international cat associations MUST request permission and receive approval from the Guest Judge Administrator prior to signing a contract. Such approval is conditional upon there being no licensed CFA show scheduled within a five hundred (500) mile (or equivalent kilometer) radius or within a country in Europe of the subject show, at the time the approval is granted. CFA show(s) licensed after approval has been granted will not negate the approval. CFA Judges participating in Multi-Association/In-Conjunction shows may be approved to judge for CFA on one day, and guest judge for an approved association on the other day. For a Multi-Association/In-Conjunction request, the five hundred (500) mile (or equivalent kilometer) rule would not apply. The request for approval must contain:

- 1.** Judge's name.
- 2.** The invitation from the affiliated association.
- 3.** Name of the club hosting the show.
- 4.** Show location, date and format.

c. Requests to judge Fun Shows, 4H shows or to conduct seminars require approval of the designated JPC member.

- 1.** Fun Shows judging will not be approved for shows licensed by an association other than CFA, though may be approved if for an unaffiliated feline club.
- 2.** Fun Show judging will not be approved if FFF or ICE judges are also officiating.
- 3.** Fun Show judging will not be approved as an in-conjunction show, sharing a show hall or second day at the same venue where an ICE or FFF show occurred.
- 4.** Associate Judges may judge all types of cats at a Fun Show.
- 5.** The Fun Show must not score the entrants or place any titles on the cats participating, other than for awards at that specific show.
- 6.** No ring type or judge type can be designated.

7. A CFA Judge accepting a Fun Show assignment must investigate the Fun Show format to ensure the above criteria are met, including scoring, ring type or judge type designations.

12.2 Judging Invitations to CFA Judges from International Division CFA Clubs

a. Invitations from CFA clubs in the International Division may be considered by CFA Judges of any status, Apprentice, Approval Pending or Approved. A Judge may judge only the specialty/specialties in which they are approved.

b. Associate Judges may judge only in their designated area. They may not accept invitations outside their designated area.

12.3 Invitations to Non-CFA Judges to Judge a CFA Show

a. Invitations from CFA clubs for non-CFA Judges are subject to the approval of the Guest Judge Administrator and may be considered only by Approved Allbreed, Approval Pending Allbreed or Approved Specialty Judges whose license from an accepted association has been verified by the Guest Judge Administrator. The Guest Judge must have been actively judging with their parent association for a minimum of five (5) years. Judges at the Approved Guest Judge level may guest judge for CFA a maximum of ten (10) times per show season and a maximum of three (3) times per club, per show season. Judges at the Guest Judge level may be approved to guest judge for CFA a maximum of five (5) CFA shows per show season, and a maximum of three (3) times per club, per show season. A Judge may only judge the level at which they are licensed. When the show format includes a specialty ring, Guest Judges will serve as a Specialty Judge unless a specialty-only CFA Judge would be serving as the required Specialty Judge. The following information must be provided to the JPC:

1. Judge's name.
2. Judge's affiliated association.
3. Name of club hosting the show.
4. Show location, date and format.

b. CFA judging contracts will be used on all authorized CFA shows. CFA Show Rules, CFA Show Standards and Judges' Code of Ethics are to be followed by ALL Judges authorized to officiate as Guest Judges at CFA shows.

c. A Guest Judge Evaluation Form will be completed by the club for all Judges at the Guest Judge level and mailed with the show package or emailed to Central Office or the JPC within thirty (30) days of the show. No further guest judging requests will be approved for that club until all outstanding evaluations have been submitted by the club. Evaluations are no longer required for Guest Judges at the Approved Guest Judge level.

d. Requirements to move from Guest Judge to Approved Guest Judge. The Guest Judge will:

1. Have reviewed a minimum of four (4) Longhair and six (6) Shorthair breed presentations online and passed the post-tests OR have attended a BAOS.

2. Maintain positive evaluations from clubs.
3. Have three (3) satisfactory observation reports on file within the preceding three (3) years.
4. Will be recommended by the JPC for presentation to the Executive Board for approval to advance to Approved Guest Judge.

12.4 Responsibilities in using Guest Judges:

a. Guest Judge:

1. Must maintain a current resume of credentials and contact details.
2. Must understand CFA Judging Rules, ring mechanics and Show Rules.
3. Must agree to take a review/test of CFA Show Rules and Mechanics upon request.
4. Must agree to an improvement plan if paperwork errors are found.

b. CFA Clubs must:

1. Request approval from the Guest Judge Administrator for use of a Guest Judge at least sixty (60) days in advance of the show. The request must include the names of CFA Judges officiating at the show and the show format.
2. Agree to assign an experienced CFA Licensed Clerk to the Guest Judge's ring and instruct the Clerk and/or Master Clerk to assist with any paperwork issues.
3. Complete a Guest Judge evaluation form containing all required signatures and forward to Central Office within 30 days of the show.

c. The Guest Judge Administrator or Central Office will:

1. Maintain a list of Guest Judges.
2. Notify the Guest Judge of approval prior to a contracted show and provide links to the current Show Rules, Breed Standards, Judges Ethics, and How to Mark a Judge's Book instructions. Included will also be the Judging Program Rules and the Guest Judge evaluation form.
3. Notify the show manager, show secretary and regional director or area representative of approvals to judge.

12.5 Any Guest Judge may be dropped a level or have approval removed for future CFA shows if they are found to violate the CFA Show Rules, or the CFA Judges Code of Ethics. Continued errors in mechanics will require attending a clerking school prior to any further assignments.

12.6 Guest Judges or Approved Guest Judges may apply to become CFA Judges by following the requirements in Section 3.

SECTION 13

CONTINUING EDUCATION OF ALL TRAINEES AND JUDGES

13.1 Beginning May 1, 2011, all Trainees, judges, Associate Judge Trainees and Associate Judges must accrue twelve (12) continuing education units (CEU's) over a five (5) year period to continue to be licensed as a CFA Judge. The five (5) year period begins on the date an individual enters the CFA Judging Program. Judges may select from the following methods to meet the requirements.

a. Attendance at a CFA Judge's Workshop or Breed Presentations will earn CEU's based on the number of scheduled hours; one (1) CEU earned for each hour.

b. Attendance at the general session and a Longhair or Shorthair portion of the BAOS including the practical lab will earn ten (10) CEU's.

c. Participation as an instructor at a BAOS which includes the presentation of three (3) breeds and conducting a portion of the practical lab will earn twelve (12) CEU's.

d. Working with a Trainee at a CFA Show for an official Supervised or Solo Session will earn five (5) CEU's.

e. Completion of each breed presentation and test from the online library of CFA Breed Presentations will earn one (1) CEU. Judges who want to review some or all of the topics for personal reasons, as well as to fulfill continuing education courses, are encouraged to complete as many as they wish.

f. From time to time, the CFA Judging Program will grant Continuing Education credit for other activities related to the judging of the pedigreed cat, such as breed seminars and attendance at other courses.

13.2 Continuing Education Report Card:

a. Each Trainee, Associate Judge Trainee and Associate Judge is responsible for the completion and submission of a CEU Report Card no less than sixty (60) days before the end of each five (5) year period.

b. The JPC member who manages Judges' Education will record and provide information to the Judging Program Chair as Judges complete their records.

SECTION 14

CONDUCT OF ALL TRAINEES AND JUDGES

14.1 Every Trainee and every judge, in whatever status, shall at all times conduct themselves in such a manner as to bring credit on themselves, their association, their fellow judges, and the cat fancy.

14.2 The Judge must extend all courtesy to other Judges, spectators, show committees, show secretaries, anyone else or organizations connected with CFA activities.

14.3 Each person in the Judging Program will reply promptly to any inquiry seeking their services.

14.4 Each person connected in any capacity with this Program should conduct themselves at all times in a professional and dignified manner, in and out of the judging ring, remembering that they are serving in the capacity of an Ambassador for CFA, and seek to be a credit to this organization.



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