



The United States Pony Clubs, Inc.



D-3 HORSE MANAGEMENT TEST SHEET

Candidate's Name _____ Name of Pony Club/Riding Center _____

District Commissioner/Center Administrator _____ Region _____

NOTE: Before beginning test, Examiners must read "Guidelines for Club/Center Certifications- D-1 through C-2" and the D Standard of Proficiency (SOP), including "Information for Candidates," "Testing Information," and "Examiners." Examiner must have copy of the SOP with them during test. Examiner comments must give specific reasons if a candidate does not pass any phase. **Turnout, Bandaging and Leading/Longeing may be tested separate from other sections. All sections must be passed to be awarded the D-3 HM certification.**

HORSE MANAGEMENT EXPECTATIONS: The candidate should be able to demonstrate simple skills without assistance, and to discuss care of the mount, beginning to use common horse terms.

PRESENTATION/TURNOUT AND TACK

- Rider in safe and neat attire, in accordance with the Standards of Proficiency (SOP).
- Mount to be well brushed (no sweat), clean (no dirt), with feet picked out, showing farrier care. Mane and tail brushed and eyes, nose, lips, and dock wiped off.
- Tack to be safe, especially stitching on stirrups/girth and clean. No jockeys or dust, stress points clean, stirrup pads (if used) clean, and bit clean. All tack must be properly adjusted.
- Groom and tack up independently.
- Describe proper adjustment of snaffle bridle with cavesson noseband.
- Describe proper adjustment of the bit your mount is wearing.

___ ES ___ MS ___ DNMS

Date Tested _____

Examiner Signature: _____

LEADING/LONGEING

- Lead safely from both sides at the walk.
- Demonstrate correctly jogging a mount in a bridle and turning in the correct direction. (Whip must be carried and, if necessary, used to move mount forward.)

___ ES ___ MS ___ DNMS

Date Tested _____

Examiner Signature: _____

BANDAGING

- Describe the critical areas protected by shipping bandages or boots, and give reasons for their use.
- Describe the area a stable (aka standing) bandage covers and what materials are used.
- With assistance if needed, apply 1 polo wrap to a front leg.

___ ES ___ MS ___ DNMS

Date Tested _____

Examiner Signature: _____

FOOT AND SHOEING

- Name 3 parts of the hoof.
- Describe 3 obvious signs of a foot needing shoeing or trimming.

___ ES

___ DNMS

___ MS

KEY: ES = Exceeds Standard

MS = Meets Standard

DNMS = Does Not Meet Standard

D-3 HORSE MANAGEMENT TEST SHEET (Continued)

Candidate Name:

BREEDS, PONY PARTS, CONFORMATION

- Locate and name 20 parts of the mount.
- Name 5 ways a mount could be identified.
- Name 10 equine breeds.
- Know 1 common conformation fault for each of the following: head, neck, shoulder, back, and pasterns.
- Describe the eyes' location and how this affects the mount's vision.

____ ES
 ____ DNMS
 ____ MS

HEALTH AND MAINTENANCE RECORD BOOK

- Provide a hard copy of mount's Health and Maintenance Record Book that contains records for at least 3 months prior to the test. In addition to the information from the previous level, records must contain:
 - Contact information for equine dental professional.
 - Dated list of routine care (vaccinations, deworming, shoeing, dentistry).

____ ES
 ____ DNMS
 ____ MS

STABLE MANAGEMENT

- Demonstrate and discuss the steps involved in cleaning a stall and discuss the reasons for cleaning a stall. (For testing purposes, a soiled horse trailer may be used.)
- Explain the purpose of 'banking a stall'.
- Demonstrate and discuss the proper methods of hanging a water bucket and hay net/hay bag.
- Discuss how to fit a halter.

____ ES
 ____ DNMS
 ____ MS

TRAVEL SAFETY

- Name rules for riding safely on public roads in your state.
- Describe the procedure for a mounted group crossing a public roadway.
- Describe the proper steps to load and unload a mount.

____ ES
 ____ DNMS
 ____ MS

NUTRITION

- Give 5-7 basic rules of feeding.
- Describe how feeds are measured and weighed.
- Discuss the amount of roughage and the amount of concentrates per ration for own mount.

____ ES
 ____ DNMS
 ____ MS

KEY: ES = Exceeds Standard**MS = Meets Standard****DNMS = Does Not Meet Standard**

D-3 HORSE MANAGEMENT TEST SHEET (Continued)

Candidate Name:

CONDITIONING

- Describe care of mount after strenuous work, to include cooling out, checking legs, watering, and feeding.
- Describe 2 signs that a mount might not be fit enough for the work asked.
- Describe the normal range of vital signs (TPR) of a mount at rest.

___ ES
 ___ DNMS
 ___ MS

LAND CONSERVATION

- Name 5 important rules when riding across privately or publicly owned land.
- Write thank you notes to 2 landowners who support your club/center to tell them why you appreciate being able to use their land. If you ride on public land, write a thank you note to the manager or contact person.

___ ES
 ___ DNMS
 ___ MS

HEALTH CARE AND VETERINARY KNOWLEDGE

- Name 3 symptoms of a sick or injured mount that would cause you to seek help.
- Name 2 diseases your horse can be vaccinated against.

___ ES
 ___ DNMS
 ___ MS

TEACHING

- Describe how you assisted at 1 unmounted Pony Club activity.

___ ES
 ___ DNMS
 ___ MS

RIDER SAFETY

- Name 2 items that are required to ride in a Pony Club mounted lesson.
- Give 2 examples of when a riding helmet needs replacing.
- List some common injuries that may happen when a rider falls off a horse.

___ ES
 ___ DNMS
 ___ MS

EQUINE SPORTS

- Name 5 disciplines listed on the USPC website.

___ ES
 ___ DNMS
 ___ MS

KEY: ES = Exceeds Standard**MS = Meets Standard****DNMS = Does Not Meet Standard**

COMMENTS (General impressions, suggestions for improvement):

When ALL sections have been tested, final Examiner sign here: _____

ES _____ MS _____ DNMS _____ PRINT EXAMINER NAME: _____ DATE: _____

Sections requiring retesting: (up to total of four)

A candidate may be re-tested as follows:

- Retest to cover not more than four sections of the test.
- A candidate may retest only if the candidate qualifies for a retest by passing the minimum number of sections stated on the test sheet.
- Failure of any section on that day will require retaking the entire test.
- Those testing during the current year have until December 1st of the following year to retest. Candidates must arrange for retests through their DC/CA.

ES _____ MS _____ DNMS _____

Retest Examiner SIGNATURE: _____

DATE: _____



© 2019 The United States Pony Clubs, Inc.

4041 Iron Works Parkway, Lexington, KY 40511

(859)254-7669 ~ www.ponyclub.org

Copying permitted for internal use only by members and volunteers of
The United States Pony Clubs, Inc.

****Revised January 2020****