

Sunshine Region Upper Level Candidate Checklist

Requirements for Advancement to HB, C+/C3, B, HA and A

Please note that all of these checklist requirements come directly from the Sunshine Region's Policies on Ratings. Please refer to the following sections of Article VII. Ratings: Section 7, (a) through (g); Section 8; Section 11. Also, please reread the National Office document, Important Testing Information 2009, located on both the National Website and the Sunshine Region Website. If you plan on rating up to any of these levels, these requirements apply to you, whether testing in or out of the Sunshine Region.

HB, C+/3

- At least three services per year to his or her club. See policies for examples of services. Section 7(b)
- The Pony Club member must also contribute at least 15 hours of service to the region as a C2 by the deadline for the rating application. See policies for examples of service. Section 7(c)
- As part of the candidate's application, a signed statement from the candidate's club DC stating that the candidate has fulfilled these requirements must be submitted.
- The candidate must have direct participation in at least one C2 and Up Clinic for the C+/3 testing and at least one HB Prep Clinic for the HB Testing. These clinics are to be completed within one year of the testing. This holds true for candidates testing out of region as well.
- The HB and C+/3 tests may be taken in the order a candidate chooses.
- The C+/3 candidate must utilize the USPC flow chart to track his or her progress. See policies for details, Section 7(f).

- The HB candidate must utilize the USPC HB study guide to complete a prep guide to be turned into the RS for review. See policies for details. Section 7(g)
- Candidates for the HB and C+/3 testings must complete an application for the testing and forward it to the designated person by the stated deadline. See policies for details. Section 8(d)
- The USPC National Office recommends that anyone wanting to rate up observes a test before taking that test. These observers will be utilized as volunteers during the rating. See policies for details. Section 8(f)

B, HA, and A

- Applications must be signed by candidate's DC and RS and received by the designated deadline.
- The region requires all B, HA, and A candidates to participate in a C2 and Up Clinic. See policies for details. Section 11(c)
- B candidates must include completed prep guides and other forms with an application on or before the deadline. See policies for details. Section 11(d)(1)
- H/HA candidates must submit a detailed plan of study with their applications and other required forms on or before the announced deadline. Section 11(d)(2)

All Upper Level Tests

- Complete application packages are due to the RS on or before the designated deadline. Incomplete packages will be returned to the candidate's DC. No late applications will be accepted.