



ARABIAN HORSE ASSOCIATION
**ACADEMY
RIDING PROGRAM**
WHERE CONFIDENCE BEGINS AND COMMUNITY GROWS

How to Add Academy Classes to Your Horse Show
A Show Manager's Checklist

1. Decide to Offer Academy Classes at your Horse Show: Academy classes are optional, beginner-level classes designed to introduce new riders to the show environment in a supportive setting. These classes are **not AHA or USEF rated** and are **not reported** to AHA or USEF. **Academy** classes may be offered alongside an existing AHA-sanctioned show or as a stand-alone Academy horse show.

2. Include Academy Classes in Your Show Premium: Add Academy information to your show premium. Sample premium language is available in the AHA Academy Riding Program Toolkit. Select which Academy classes and divisions are most suitable to your area.

Important notes for the premium:

- Clearly identify classes as **Academy Classes**
- State that Academy classes are not AHA or USEF classes and do not require AHA or USEF memberships. First Year Academy Exhibitors are eligible for a FREE AHA Youth Membership.
- Include any stall & entry fees, selected Academy class schedule, entry form, and Show Premium language. A suggested entry fee for Academy classes is \$10 per class.

3. Select Academy Class Offerings: Choose the Academy classes you wish to offer based on your show schedule and local interest. Sample Show Schedules have been provided in the AHA Academy Riding Program Toolkit.

4. Confirm Rules & Eligibility: Use the Academy Suggested Rules to ensure consistency and clarity.

- Riders may participate on **horses of any breed**
- Classes are designed for **beginning riders**
- Review rider, horse, and judging guidelines
- Confirm any local restrictions or safety requirements

5. Order Ribbons & Awards: It is suggested Academy classes offer ribbons or awards. Order your AHA Academy ribbons on the AHA Academy Riding Program Toolkit. Sponsored by the MDP.

6. Promote Academy Classes Locally: Use the AHA Academy Riding Program Toolkit to promote your Academy classes to lesson barns and new riders in your area.

- Share Academy graphics on social media
- Email local instructors and lesson programs
- Include Academy details on your show website and social platforms

7. Prepare Show Staff & Officials: Ensure everyone involved understands the Academy structure.

- Brief your show secretary on the inclusion of Academy entries
- Confirm judge is aware these are Academy classes and has reviewed rules
- Prepare gate staff and announcers with clear class identification and operational guidelines
- **Note for Show Announcer:** It is customary to place 1st to 6th starting with rider name, instructor name, followed by horse name. Emphasis is placed on the rider in Academy classes.

8. Host Academy Classes: Run Academy classes according to the published schedule and rules. Encourage and maintain a welcoming, educational atmosphere to Academy Riders and their families.

- Allow extra time for first-time exhibitors if needed
- Encourage positive feedback and rider confidence

9. Complete Post-Show Follow-Up: After the show submit participation feedback form in the AHA Academy Riding Program Toolkit. Note any suggestions to improve future Academy offerings are welcomed! And don't forget to share photos or success stories on social media and with AHA Marketing at marketing@arabianhorses.org

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