

- A. Bronze Merit Award - the Bronze Merit Award is an honor award for RKNA member's dog with a RKNA or ADRK Ztp who has been awarded a V rating at a RKNA Sanctioned Show. The owner must be a member in good standing with the RKNA when applying for the award.
- B. Silver Merit Award - the Silver Merit Award is an honor award for RKNA member's dog with a RKNA or ADRK Ztp who has been awarded a V rating at a RKNA Sanctioned Show and an IPO 1 title. The owner must be a member in good standing with the RKNA when applying for the award.
- C. Gold Merit Award - the Gold Merit award is an honor award for RKNA member's dog who has obtained a level of excellence in the conformation ring, on the working field and have met strict breeding requirements. The dog must have a RKNA or ADRK Ztp. The owner must be a member in good standing with the RKNA when applying for the award. Males must have an IPO 3 with 270a, "pronounced". Females must have an IPO 1 with 270a score obtained from an organization recognized by RKNA. The dog must obtain three V ratings at RKNA sanctioned shows under two different judges. One V rating must be obtained at the RKNA Spring Sieger Show or RKNA Klub Sieger Show.

SECTION 36. RKNA JUDGES

- 1. RKNA Judges Explained
 - A. RKNA Judges are selected from respected, experienced and dedicated members. They are sponsored, trained, evaluated and tested and, when successful, certified. Successful candidates are mandated by the RKNA to place integrity and consistency, ahead of personal benefit. They are proven to be capable of Judging in any club without prejudice.
 - B. RKNA Judges are charged with protecting the credibility of the organization, its policies, procedures, constitutional goals and objectives and the future of the Rottweiler. They are given special consideration within the organization for that responsibility.
 - C. Judges are exposed to pressures to have them increase value for lesser work, or even to have them bend or ignore the rules. Often the pressures are introduced unintentionally but never the less they are constant. Competitors, breeders, handlers, trainers and others who stand to gain personal benefit from preferential, incorrect or inconsistent judging bring these pressures.
 - D. Independent, public testing is key to validating the dog's nerve, character and ability. The universal quality, consistency, and credibility of the tests are essential. All members must understand the purpose, and proper execution, of the testing.
- 2. Strategic Separation
 - A. In order for the Judging program to maintain a credible and respected identity, it must be able to function with separation from influences that bring credibility into question. Strategic Separation does not mean that the Judges are permitted to function without controls, guidelines, rules or answerability.
 - B. Judges do need to be strongly supported in the task of identifying strengths and weaknesses with the confidence of being supported by the bylaws and the membership to make clear and discriminating decisions.
 - C. Clubs are encouraged to refuse to use the same judge repeatedly and Judges are encouraged to refuse invitations to the same club on a repeated basis in order to ensure that the judge continues to be and is perceived to be impartial.
 - D. Judges have to make critical decisions, which reflect the RKNA Constitution, Trial Regulations and Show Regulations and the intent of those regulations. Decision-making, by its nature, means that there will be elation, controversy and disappointment. Those suffering disappointment often look to place blame on others, and the Judges are prime targets.
 - E. The Executive Board must be seen to support the Judges at all times. Accusations of improper behavior or questionable capabilities must be investigated but investigations should be conducted in a manner as to draw no attention to the Judge until completed. Discretion is an essential component of the long-term credibility of the Judges and the Judging Program. Evaluation of the charges and implementation of disciplinary action should be by fellow Judges or independent arbitrators.
 - F. Judges must be provided an opportunity to answer any question of their actions, character and integrity before any disciplinary or interdictory action is taken.

- G. Competitors, handlers or members who level false or unfounded accusations, must face severe disciplinary action.
 - H. From time-to-time the Executive Board should attend trials and shows in support of Judges.
3. RKNA Judging Practices (Competition Guidelines)
- A. Competition regulations are designated to ensure fair and equitable competition in Shows and Trials. Violation of these regulations can have far-reaching, detrimental effects on both the RKNA and any individuals involved. At a minimum, violations damage the reputation of RKNA. They can also result in restrictions governing how we function.
 - B. Judges must comply with competition regulations and must maintain a position of impartiality and consistency in all competitions. This is specifically important for titles that are recognized as breeding titles.
 - C. Judges are required to protect the integrity of the quality of testing and maintain a standard that recognizes the efforts of teams that perform at higher levels.
 - D. Judges, who bring the credibility of the RKNA into question, behave in an unprofessional manner while executing their duties, violate or ignore competition regulations are subject to disciplinary actions.
4. Protocol for RKNA Judges
- A. A Judge is a representative of RKNA on and off the field at all times and will be dressed appropriately. This means slacks and sports shirt (shirt with collar). T-shirts, and warm up suits are not proper attire for judging stadium work.
 - B. A Judge will always be fair and unbiased in his/her work.
 - C. A Judge will always conduct his/herself in a sportsmanlike manner.
 - D. A Judge will abide by the rules accepted and followed by the RKNA.
 - E. A Judge will at all times be concerned with the welfare of our dogs, the spectators and the safe conduct of the event and all concerned.
 - F. A Judge may not judge their local club event or members of their household or any dog he/she owns or co-owns.
 - G. A Judge may not judge consecutive events at any club, with the exception of a National Championship that the club is hosting.
 - H. A Judge must keep expanding their knowledge by attending Judge seminars.
 - I. A Judge must remain actively involved in the training and handling of Rottweilers.
 - J. A Judge must conduct his/herself in a courteous and friendly manner at all times.
 - K. A Judge must promote responsible and humane methods of training and showing.
 - L. A Judge will not train or show someone else's dog for money in an IPO trial, breed survey, or breed show.
5. Roles And Responsibilities
- A. Judges should not, nor should any member of their immediate family, accept **directly** or **indirectly** gifts or entertainment of greater than nominal value, money or any other preferential treatment from any RKNA member, official or competitor. In all cases, there should be no effort to conceal the full facts by either the recipient or the donor.
 - B. Ethical, expert and unbiased judging is the key component of ensuring credible consistent and quality testing, in order for the testing to maintain a credible and respected identity. The process of improving the Rottweiler must be protected.
6. Judges are responsible for:
- A. Ensuring the quality of testing

- B. Protecting the credibility of the organization, its policies, procedures, constitutional goals and objectives.
 - C. Ensuring that they are fully informed of rule changes and interpretations of the regulations governing trials and shows.
 - D. Ensuring that the trial rules and show rules and standards are upheld and adhered to.
 - E. Fair and equitable evaluations and test criteria
 - F. Ensuring all documentation is completed correctly and completely.
 - G. Verifying the dog's identification and paper work match.
 - H. Ensuring the handlers do not utilize or possess on their person, special clothing, bandanas, toys, balls, food or other improper stimulation for the dog in the trial performance.
7. Judge's ethical conduct.
- A. Ensuring the helper work in trials and breed surveys meet the criteria as described in the regulations.
 - B. In all cases the presiding judge has the final say over the selection of helpers at trials and breed surveys. At any time during the trial or breed survey, the Judge may replace helpers who cannot or will not properly test the dogs according to the regulations.
 - C. Overseeing such activities as certification of clubs to host RKNA events.
 - D. A RKNA judge is not permitted to evaluate dogs that are owned or in the possession of immediate family members or marital partners or person living in the same household with him. The judge is not permitted to evaluate dogs that are shown by a person living in the same household or who have had business dealing with him in the last six months. The judge is not permitted to evaluate dogs that are owned or co-owned by him/her.
 - E. The judge is responsible for the compliance and correct application of the valid trial and show regulations.
 - F. The judge is entitled to terminate a trial or breed survey if the trial or breed survey is not conducted in compliance with the trial or breed survey regulations and his instructions are ignored.
 - G. In justified cases, regarding a violation of the trial regulations on the judge's part and not a judge's decision, a complaint can be filed within eight days. The complaint is submitted in writing, signed by the plaintive and at least two witnesses to the Executive Board.
 - H. The acceptance of a complaint does not automatically lead to a revision of the judge's evaluation.
 - I. The judge has the right to terminate a dog's trial or show performance, even against the wishes of the handler, if the dog is injured or otherwise incapacitated.
 - J. The judge has the right to disqualify a handler on grounds of poor sportsmanship, violations against the RKNA trial, show or breed survey regulations or animal protection rights or other ill-natured actions.
8. Request for Judging Assignments:
- A. RKNA Licensed Judges must request written permission from RKNA prior to accepting any judging assignment.
 - B. RKNA Judges may not judge consecutive sanctioned events for any one RKNA club, or judge twice for the same club in one calendar year.
 - C. RKNA Judges may only judge events approved by ADRK. ADRK Head Judge must approve the judging assignment for any nonRKNA event.
 - D. The official RKNA Judge Request Form must be used for authorization of all judging assignments.
9. Disciplinary Action
- A. Wherever possible a simple discussion will be sufficient to deal with any issues of application or clarification of the Rules and Regulations.
 - B. In the unlikely event that repeated instances have to be addressed, disciplinary action will be implemented in gradually increasing severity for each issue. The three-step process escalates from (1) verbal warnings to (2) written warning to (3) suspension of judging privileges.
 - C. Restrictions may be imposed on domestic assignments, foreign assignments and in extreme cases, termination of the Judging licenses.
 - D. Judges are to be reviewed on a regular basis. Judges who are unusually popular because of consistently abnormally high points, or abnormally high show ratings, are to be reviewed by the Judge's Committee to determine if the opportunity to travel is influencing the award of points and ratings of an individual Judge. Should the judge be found to be compromising the testing process for personal benefit, their right to judge may be withdrawn.
10. Removal of RKNA Judges

- A. Termination of RKNA membership for any reason.
 - B. Voluntary request for removal.
 - C. A Judge may be removed as a result of Executive Board decision and after an impartial hearing based on:
 - 1. Failure to abide by the rules and regulations of the RKNA
 - 2. Failure to abide by the RKNA Judge's conduct rules and regulations and requirements as specified in the RKNA Judge Program or by the Judge's Committee.
 - 3. A Judge may request inactive status for personal reasons.
11. RKNA Judges Licenses Defined
- A. RKNA Performance Judges are allowed to judge any IPO, FH or AD trials.
 - B. RKNA Breed Judges are allowed to judge conformation, Standard Evaluation and breed surveys.
 - C. RKNA Conformation Judges are allowed to judge conformation and standard evaluations.
12. RKNA Probationary Judge
- A. A RKNA probationary judge is an individual who has successfully completed the RKNA judge apprenticeship.
 - B. The probationary period will be for two (2) years.
 - C. The probationary judge will not be able to judge outside RKNA sanctioned events for the noted two (2) years.
 - D. The probationary judge will be monitored by the RKNA Judges Committee Chairman.
 - E. At the end of the two (2) year period a report will be forwarded to the judges committee recommending a further probationary period or that the individual becomes a fully recognized RKNA Judge.
 - F. The probationary judge will receive the same monetary benefits that a licensed RKNA judge receives.
13. Judges licensed by a national kennel club who wish to judge for RKNA
- A. The applicant must meet qualifications to enter the RKNA judge's program.
 - B. The applicant must be licensed by a national kennel club as a Rottweiler specialist conformation judge.
 - C. The applicant must submit a resume to the RKNA Secretary. The Secretary will forward a copy of the resume to (1) the RKNA Judge's Committee for review and (2) the ADRK and advise ADRK this individual has made application to become a RKNA judge.
 - D. If the applicant is approved, the applicant must complete a minimum of one apprentice show and standard evaluation under an ADRK teaching judge. The ADRK judge will approve or reject the applicant at the event. ADRK may require additional apprentices to be completed. The decision of the ADRK judge is final.
14. How to enter the RKNA Judge Apprenticeship Program
- A. RKNA judges are expected to be more than just Trial and Show judges. They are ambassadors of the RKNA and have proven by their actions to embrace the goals and objectives of the organization. RKNA judges must be teachers, not just of rules, regulations, training and breeding but also of the history and makeup of the Rottweiler.
 - B. Applicants must submit a resume to RKNA Secretary outlining their experience with Rottweilers and with dog sport. The Secretary will forward a copy of the resume to (1) the RKNA Judge's Committee for review and (2) the ADRK and advise ADRK this individual has made application to become a RKNA judge.
 - C. The RKNA judge's committee will review the applicant and will ensure that all requirements to enter the RKNA judge's program has been met.
 - D. An applicant may be accepted into the program if they are just missing one qualification. However, all qualifications of the judge's program must be met before the applicant will be allowed to judge for RKNA.
 - E. When an applicant has been accepted, the Head Judge will notify the Executive Board and the Secretary of the approved applicant. The Secretary will issue the applicant a judge's book.
 - F. The final apprentice must be under an ADRK teaching judge for show or ADRK performance for IPO. The ADRK judge will approve or reject the applicant at the event. ADRK may require additional apprentices to be completed. The decision of the ADRK judge is final.
 - G. The applicant must forward a copy of his/her judge's book to the RKNA Secretary and to RKNA Head Judge. The RKNA Secretary will forward the judge's book to ADRK.

- H. Upon satisfactory completion of the RKNA judge's program, ADRK must approve RKNA to license the judge with RKNA. All apprentice judges must request the host judge to write an evaluation of the apprenticeship and ask that it be sent to the RKNA Judge's Committee. The Judge's Committee will send it to the RKNA Secretary who will send it to ADRK.
 - I. The intention of the RKNA Judge Program is to prepare our Judges to the highest of International standards. The criteria by which we select our judges are critical to the recognition of RKNA titles by organizations such as the ADRK and FCI. All applicants are evaluated by what they have contributed to the RKNA in addition to the knowledge, experience and the communication skills necessary to fulfill the responsibilities of judging. The knowledge and experience must include the Rottweiler.
 - J. The applicant will supply (at their expense) to the Judge's Committee, a standard criminal record check with their application. Should the record check indicate a criminal conviction, the application will not be accepted.
 - K. Upon the completion of the last apprentice assignment, the judge's committee shall then notify applicant of ADRK's approval or disapproval. All decisions by ADRK are final and no appeals are accepted.
 - L. Upon acceptance of the application, the applicant's name will be listed on the RKNA Website for thirty (30) days. Any challenges or objections regarding the applicant should be sent to the Judge's Committee in writing during this period. Objections must be writing and signed by the party objecting. Unsigned letters will be disregarded. A copy of all letters received challenging and/or objecting to the applicant will be sent to the applicant.
 - M. Upon acceptance by the Judge's Committee, and approval of the Executive Board, the applicant will be placed on the RKNA Apprentice Judge list and is qualified to begin his/her apprenticeship.
 - N. RKNA Head Judge will notify RKNA Secretary when an applicant has been accepted. The Secretary will send the applicant an Apprentice Judges Book and is qualified to begin their apprenticeship. This book must be maintained and presented, with all necessary signatures, at the completion of Apprenticeship.
 - O. All RKNA Judges must sign the guidelines "Our Reputation".
15. Qualifications for Performance Judge Apprenticeship
The applicant:
- A. Must be a RKNA member in good standing and maintain their membership throughout their judging career.
 - B. Must adhere to RKNA policies.
 - C. Should be an active member in a RKNA club.
 - D. Must have trained and titled two (2) Rottweilers from 0 to IPO3, Ztp and AD.
 - E. Must have trained and titled one (1) Rottweiler to FH.
 - F. Must have competed in ten (10) IPO trials, including at least one (1) National championship in North America or the RKNA Meisterschaft.
 - G. Must have considerable experience in training and handling Rottweilers in the IPO sport.
 - H. Must have demonstrated abilities in administrative matters relating to the Rottweiler such as club officer or service in RKNA as an officer or committee member.
 - I. Should have a valid passport and international documentation for cross-border travel.
 - J. RKNA Performance Judge applicants must be between 25 and 65 years old.
16. Qualifications for Breed Judge Apprenticeship
The applicant:
- A. Must be a RKNA member in good standing and maintain their membership throughout his/her judging career.

- B. Must adhere to RKNA policies.
 - C. Should be an active member in a RKNA club.
 - D. Must be a Rottweiler breeder, who has bred or trained and titled two (2) Rottweilers from 0 to IPO 3, Ztp, AD and a V rating in conformation.
 - E. Must have bred or handled two (2) Rottweilers to Championship from a National Kennel Club (AKC, CKC, FCI, VDH) or a RKNA Championship.
 - F. Must have handled in ten (10) breed shows, including at least one (1) RKNA Klub Sieger Show in North America.
 - G. Must have considerable experience in training and handling Rottweilers in the breed ring.
 - H. Must have demonstrated abilities in administrative matters relating to the Rottweiler such as club officer or service in RKNA as an officer or committee member.
 - I. Should have a valid passport and international documentation for cross-border travel.
17. Qualifications for Conformation Judge Apprenticeship
- 1. Must be a RKNA member in good standing and maintain their membership throughout their judging career.
 - 2. Must adhere to RKNA policies.
 - 3. Must be a Rottweiler breeder, who has trained and titled two (2) Rottweilers to an advanced working title (i.e. IPO 1, Ztp, CDX, TDX, or FH).
 - 4. Must have handled two Rottweilers to Standard Evaluations.
 - 5. Must have bred or handled two (2) Rottweilers to Championship from a National Kennel Club (AKC, CKC, FCI, VDH) or a RKNA Championship.
 - 6. Must have considerable experience in training and handling Rottweilers in the breed ring.
 - 7. May be approved to enter the apprenticeship program if they are only lacking one qualification. However, RKNA will not approve for the applicant to judge for RKNA until such time as the applicant has met the qualifications to enter the judge's program.
18. RKNA Apprentice Judge's Protocol
- A. An Apprentice Judge is a representative of the RKNA on and off the field at all times and will be dressed appropriately; this means slacks and sports shirt (shirt with collar). T-shirts, and warm up suits are not proper attire for judging.
 - B. An Apprentice Judge will always be fair and unbiased in their work.
 - C. An Apprentice Judge will always conduct his/herself in a courteous and friendly manner.
 - D. An Apprentice Judge will abide by the rules accepted and followed by the RKNA.
 - E. An Apprentice Judge will at all times be concerned with the welfare of our dogs, the spectators and the safe conduct of the event and promote responsible and humane methods of training and showing for all concerned.
 - F. An Apprentice Judge must keep expanding their knowledge by attending Judge Seminars.
 - G. An Apprentice Judge must remain actively involved in the training and handling of Rottweilers.
 - H. An Apprentice Judge will not train or show someone else's dog for money in a IPO trial, breed survey, or breed show.
 - I. Apprentice Judges may not enter a dog at any event in which he/she is Apprenticing.
 - J. The apprentice judge will be responsible for all travel costs to attend the event he/she has been invited to apprentice at. The apprentice judge cannot charge the RKNA whether he/she is successful in becoming a RKNA judge or not.
19. Apprentice Performance Judge Procedure
- A. All apprenticeship trials will be done under RKNA recognized judges with approval from the Judge's Committee and approval by ADRK.

- B. The Apprentice must complete a minimum of ten (10) apprenticeship trials under working judges licensed by ADRK, FCI or RKNA. Three (3) of the IPO trials apprenticed at must be under a licensed ADRK working judge. In addition, the apprentice must complete one satisfactory Ztp apprentice under a licensed ADRK Koremeister and one show apprentice under a licensed ADRK conformation judge.
 - C. The final apprenticeship will be done at a Regional or Major Championship.
 - D. Once the above requirements have been met, an applicant may apply, through the Judge's Committee, to become a Licensed RKNA Performance Judge. This request will be sent to the Judges Committee and if approved, will be voted on by the Executive Board. The Judge's Committee sends the request to ADRK for ADRK review and approval to license the RKNA apprentice as a RKNA judge. A Probationary Performance Judge License will be issued for a period of two (2) years.
 - E. During these two (2) years, a minimum of one (1) trial per year must be completed. On recommendation of the Judge's Committee this Probationary License may be revoked or extended by a vote of the Board.
 - F. All titles awarded by the Probationary Licensee during these two (2) years are fully recognized by RKNA. Provided the probationary licensed judge becomes fully licensed, the initial two (2) years will be included in the total years an individual has been judging.
 - G. The final apprentice shall be under an ADRK judge.
20. Apprentice Performance Judge Paperwork Requirements
- A. The official RKNA Judge Request Form must be used for authorization of all judging assignments.
 - B. At the conclusion of the event the apprentice judge must present their Apprentice Judges Book and Apprentice Judge work sheets for the presiding judge's signature.
 - C. Within seven (7) days of the conclusion of each apprenticeship a copy of the Apprentice Trial Report will be given to the judge. The instructing Judge will be asked to correct the apprentice judge's report and write a report to the RKNA Judges Committee. The judge's committee will send the report to ADRK for ADRK review. This report must describe the main mistakes as well as the positive and negative qualities of the apprentice judge's testing ability. The presiding trial judge will present the Apprentice a copy of the report with corrections and remarks. The instructing Judge must pass or fail the apprentice judge according to that trial.
 - D. Within fourteen (14) days of the conclusion of each apprenticeship the apprentice will provide signed and dated copies of the Apprentice Trial Report and the appropriate page of the Apprentice Judges Book to the Judge's Committee. This will include a cover letter of the Apprentice's work by the presiding trial judge.
 - E. Host club should request presiding judge to complete a report as to the judge's perception of how the apprentice judge handled himself as an apprentice judge and the judge should be asked to give a general overview of and opinion of the apprentice's capabilities. This should be sent to the club who then sends it to the judge's committee with a copy being sent to the Executive Board. The RKNA Secretary will forward a copy of the report to ADRK.
 - F. Only after receipt of all required copies of the previous Apprentice Trial Report will the Judges Committee grant permission for another apprenticeship.
 - G. A copy of the previous Apprentice Trial Report must be presented to the next presiding trial judge prior to subsequent apprenticeship. This will allow the presiding trial judge the opportunity to evaluate the Apprentice's progress.
 - H. At completion of all apprenticeship requirements, the Judge's Committee will administer a final written exam.
 - I. Performance Judge apprenticeship criteria:
The Apprentice will be required to judge a minimum of 50 dogs as follows:
 - 1. Five (5) Begleithunde (BH)
 - 2. Two (2) Ausdauerprüfung (AD)
 - 3. Five (5) Fährtenhundprüfung (FH)
 - 4. Ten (10) IPO 1s
 - 5. Five (5) IPO 2s
 - 6. Twenty-three (23) IPO 3s
 Each trial where the apprentice judge is tested must have a minimum of:
 - 1. One (1) IPO or FH entry and
 - 2. Three (3) BH entries.
 The apprentice judge cannot fail more than twice. Failed trials do not count towards the minimum number of apprenticeship trials and must be repeated.
21. Apprentice Conformation and Breed Judge Procedure
- A. All apprenticeships will be done under RKNA recognized judges with approval from the Judge's Committee.
 - B. Apprentice judge at five (5) conformation shows under a licensed RKNA, ADRK, or FCI judge. Two (2) of the conformation shows apprenticed at MUST be under a licensed teaching ADRK judge.

- C. The final apprenticeship will be done at the Klub Sieger Show or Spring Sieger Show.
- D. Once the above requirements have been met, an applicant may apply, through the Judge's Committee, to become a Licensed RKNA Conformation or Breed Judge. This request will be sent to the Judges Committee and if approved, will be voted on by the Executive Board. A Probationary Conformation or Breed Judge License will be issued for a period of two (2) years.
- E. During these two (2) years, a minimum of four (4) shows and four (4) Breed Surveys must be completed. On recommendation of the Judges Committee this Probationary License may be revoked or extended by a vote of the Executive Board.
- F. All awards, ratings and breed surveys granted by the Probationary Licensee during these two (2) years are fully recognized by RKNA.
- G. At the end of this period and a final vote of approval, by the Board, the Applicant will become a Licensed RKNA Conformation or Breed Judge.
- H. Provided the probationary licensed judge becomes fully licensed, the initial two (2) years will be included in the total years an individual has been judging.

22. Apprentice Conformation and Breed Judge Paperwork Requirements

- A. The official RKNA Judge Request Form must be used for authorization of all judging assignments.
- B. At the conclusion of the event the apprentice judge must present their Apprentice Judges Book and Apprentice Judge work sheets for the presiding judge's signature.
- C. The apprentice fills out his own judge's sheets at the event and the presiding judge reviews them when the event paperwork is being reviewed immediately following the event.
- D. The instructing Judge will be asked to correct the apprentice judge's report and write a report to the RKNA Judges Committee. The judge's committee will send the report to ADRK for ADRK review. This report must describe the main mistakes as well as the positive and negative qualities of the apprentice judge's testing ability. The presiding judge will present the Apprentice a copy of the report with corrections and remarks. The instructing Judge must pass or fail the apprentice judge according to that event.
- E. Host club should request presiding judge to complete a report as to the judge's perception of how the apprentice judge handled himself as an apprentice judge and the judge should be asked to give a general overview of and opinion of the apprentice's capabilities. This should be sent to the club who then sends it to the judge's committee with a copy being sent to the Executive Board. The RKNA Secretary forwards the report to ADRK.
- F. Only after receipt of all required copies of the previous Apprenticeship will the Judges Committee grant permission for another apprenticeship.
- G. A copy of the previous Apprentice Show Report must be presented to the next presiding judge prior to subsequent apprenticeship. This will allow the presiding judge the opportunity to evaluate the Apprentice's progress.
- H. At completion of all apprenticeship requirements, the Judge's Committee will administer a final written exam.
- I. **Conformation and Breed Judge Apprenticeship Criteria**
An Apprentice Judge must have a minimum of twenty (20) combined entries per show in the following classes:
 - 1. 12-18 month (male / female)
 - 2. 18-24 month (male / female)
 - 3. open class (no title) male / female
 - 4. working class (titled) male / female
 - 5. Three (3) shows must have a breed survey.
 - 6. The apprentice judge cannot fail more than twice and has to redo any failed shows.

23. Termination of RKNA Judges Apprenticeship

- 1. Termination of RKNA membership for any reason.
- 2. Voluntary request for removal.
- 3. An Apprentice Judge may be removed as a result of Executive Board decision and after an impartial hearing based on:
 - A. Failure to abide by the rules and regulations of the RKNA
 - B. Failure to abide by the RKNA Apprentice Judge's Conduct, rules and regulations and requirements as specified in the RKNA Judge Program or by the Judge's Committee.

SECTION 37. HOW TO REQUEST AND SCHEDULE JUDGES (SHOWS, TRIALS, BREED SURVEYS)

- 1. Clubs must contact their Regional Director and submit (1) proof of current club dues and (2) roster of club members. Clubs may not request an event date that another RKNA event is scheduled on. Clubs must advise their Regional Director of the requested judge and date. The Regional Director will approve or reject the request. Only judges recognized by ADRK are permitted to judge for RKNA.

2. If the Regional Director approves the date and the judge, the Regional Director shall contact the Judge's Liaison requesting for the judge to be contacted to see if available. The Judge's Liaison will contact the judge and will advise the Regional Director of the answer. If an invitation has been extended, no further invitations can be extended until the judge has accepted or declined the invitation.
3. If a judge is available, the Regional Director will let the host club know the judge is available. The host club will complete and sign the Judge's Contract and forward it to the judge for signature and also complete and sign an Event Request.
4. The host club will send the completed and signed Event Request and Judge's Contract and copy of liability insurance policy to the Regional Director and copy the RKNA Secretary.
5. Upon approval by the Regional Director, the Secretary shall get the appropriate RKNA signatures on the Event Request and obtain the necessary Releases from national kennel clubs and/or other organizations. The signed Releases shall be sent to the Regional Director who will forward them to the host club.
6. Upon receipt of the signed Event Request form by all parties, the host club may proceed with travel arrangements for their judge.
7. Host clubs must check the country their judge is from to find out if a VISA is required for entry and that the judge has two pieces of government ID (i.e., passport and driver's license). Passports are required for border crossing between Canada and USA. VISA is required to enter Canada from Mexico. Information concerning VISA requirements to Canada can be found at Citizenship & Immigration Canada
<http://www.cic.gc.ca/english/visit/visas.asp>
 Information concerning entry to USA can be found at:
http://www.cbp.gov/xp/cgov/travel/id_visa/legally_admitted_to_the_u_s.xml
8. The club is responsible to reimburse judge for VISA if the VISA is purchased for a one-time entry into Canada or USA. If a VISA is required, the host club must write a letter to that country's Embassy stating where the judge will be staying (which must be a Guarantee person on the letter), length of visit, and that all costs incurred by judge, including medical insurance, will be paid by the person guaranteeing the VISA. The club must provide a PDF of the electronic airline ticket as this is necessary before the VISA application can be started. Allow 60 days for the VISA application.
9. RKNA Judges Expenses and Fees
 - A. Expenses, such as all meals, airport Improvement fees, taxis, parking, car rentals & fuel, busing and taxes shall be paid by the host club, per receipts.
 - B. Clubs must complete and sign a Judge's Contract with each judge that must be signed by the club and the judge.
 - C. The host club will provide accommodations. A motel or hotel room close to the event venue is expected.
 - D. Judges are not permitted to stay as a guest at the show organizer's home.
 - E. The host club is responsible for costs associated with regular sight seeing for the two days of holiday judges are entitled to.
 - F. A fee of 75 Euros must be paid for each trial scheduled, including BH only trials.
 - G. Expenses, such as all meals, airport Improvement fees, taxis, parking, car rentals & fuel, busing and taxis shall be paid by the host club, per receipts.
 - H. The host club will make sure the judge has purchased health insurance prior to visiting at the club and the host club will reimburse the judge for the health insurance for the days the judge is a guest at the club or judging.

SECTION 38. HOW TO ACQUIRE SHOW OR TRIAL FORMS

1. All forms can be downloaded from the RKNA website.

SECTION 39. HOW TO ACQUIRE SCORE BOOKS

1. Score books can be ordered from the RKNA website and will be issued by the RKNA Membership Officer.
2. If transferring a score book to RKNA, the original score book plus the fee for the new score book must be mailed to the RKNA Membership Officer. An RKNA score book will be issued and the scores will be transferred. RKNA will retain the original scorebook.
3. ADRK scorebooks can be ordered. The form can be found on the RKNA website. The dog's owner must be a member of both RKNA and ADRK. The completed form, the dog's registration certificate, and proof of ADRK fee