**APPLICATION FORM**

WORKSHOPS FOR COACHES

 Montevideo (URU) 19-21 August 2015

|  |  |  |  |
| --- | --- | --- | --- |
|  | ❒ Mrs |  ❒ Mr | ❒ Miss |
| **Surname:** |  |
| **First name** |  |
| **Address:** |  |
| **City:** |  | **Postal Code:** |  |
| **Country** |  |
| **Mobile:** |  | **NF:** |  |
| **E-mail:** |  |

|  |  |  |
| --- | --- | --- |
| **Coaching Courses** | **Date** | **Place** |
| Level 1 |  |  |
| Level 2 |  |  |

**ACCOMMODATION:**

Will need to reserve a room: **[ ]**

Will **NOT** need accommodation: **[ ]**

|  |
| --- |
| **Hotel Ibis Montevideo:** |
| Arrival date: | Departure date: |
| Single Room: | USD 87.-/per night | **[ ]**  | *One Queen size bed with private bathroom in room* |
| Double Room: | USD 95.-/per night | **[ ]**  | *Two single beds (2 people) with private bathroom in room*   |
| *Note: Price includes breakfast* |
| If you wish to share your room with another participant, please state his/her name: |
| **CREDIT CARD NUMBER TO CONFIRM ROOM(S):** | **EXPIRATION DATE:** |

Please complete this form in capital letters and return it to the FEI **until April 23 2015** at the attention ofAndreina WIPRAECHTIGER: andreina.wipraechtiger@fei.org, or f.+41 21 310 47 47

Place & Date: Signature and stamp NF:

**USEFUL INFORMATION**

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1. These two Workshops are part of the “Selection Process” for coaches wishing to attend an FEI Level 3 course for coaches, the requirements criteria of which are:
	* To have an FEI Level 2 Certificate of Achievement
	* To be recommended by the FEI Tutor who certified them
	* To be recommended by their respective NFs
	* To have taken part at two FEI Coaches Workshops
	* Competition results from pupils trained which should be certified by the NF responsible.
2. **Programme of the Workshop**:
	* Workshop 1: The Role of the Coach
	* Workshop 2: Tactics & Strategy

All participants will take part in both Workshops

1. **Entry requirements:** Open to NFs of FEI Groups V and VI, part of the FEI Coach Education Programme. All participants must have been certified at an FEI Level 2 course for coaches. Priority will be given to those wishing to attend an FEI Level 3 course.
2. **Participation:**
	* Minimum number of coaches: 15
	* Maximum number of coaches: 30
3. **Travel Expenses**: Will be at the participants’ expense
4. **Accommodation:** Will be at the participants’ expense. Rooms will be reserved in accordance with the option selected on page 1 (provided the room type is available). Payment will be due on location upon arrival. The Hotel accepts cash and all standard credit cards. Participants are asked to make their flight arrangements according to their travel dates.

*Note:* A credit card number is required to guarantee the booking of the room. Reservations will only be made once the minimum quota for the organization of the Workshops has been reached and it is therefore confirmed. You will be informed by email as soon as this is the case.

Should you cancel your attendance passed July 20 2015, you will be charged for the room.

1. **Meals:**
	* Lunches from August 19 to August 21 will be offered by the FEI. They will be taken at the hotel.
	* Dinners will be at the participants’ expense.
	* An official dinner on August 21st for all participants will be offered by the FEI.
2. **Location of the workshop**

*Hotel Ibis* *Montevideo*

Calle La Cumparsita 1473
Rambla República Argentina
11200 – Montevideo

Uruguay

Tel : (+598) 2 413 7000

Email: H3539@accor.com.uy

Webiste: [http://www.ibis.com/en/hotel-3539-ibis-montevideo/index.shtml#](http://www.ibis.com/en/hotel-3539-ibis-montevideo/index.shtml)