

# World Cat Federation



## Rules for Stewards – Student Judges - Judges

Issue: 01.05.2021 / 01.01.2023

## Rules for Stewards – Student Judges – Judges

### Table of changes

Date of change	Concerned article	Short description of change
01.01.2023	Preconditions for the activity as steward	Change of points 1 + 2
27.04.2021	Preconditions for the activity as student judge, point 5	Increase of the number of questions and examination duration
29.03.2021	Activity as student judge - theoretical examination -  Additional qualifications for judges - further examinations –	1. Increase of the number of questions per hair category  2. Increase of the examination duration
01.04.2017	Preconditions for the activity as student judge	4 years breeding experience with WCF reg. cattery name min. 3 cats in the cattery with min. title Gr.Europa Ch/Pr. Preliminary examination about standard and genetics
	Activity as student judge	Student judge's certificate SIA/ ORI for Semilonghair category deleted  Max. 1 exam per weekend
	NEW: Other duties	Showing owned cats only out of competition  Change of club membership
	NEW	National Judges
	Rights and obligations of the WCF judges	Showing owned cats out of competition Change of the club
	Judges permission procedure	Extension of the permission Cost refund Judges without WCF exams are not accepted anymore
	Guest judges	Short exam Verification of unlicensed judges
	Examination regulations for WCF judges	Max. 1 exam per weekend Exams in other organizations
	Editorial changes	wording changed: category Siamese/Oriental Shorthair (SOSH) to Siamese/ Oriental breeds (SIA/ ORI) wording changed: judge's pupil to student judge
01.02.2011	Student judge's certificates	In a country divided into regions, a student judge's certificate from another continent is obligatory
01.01.2009	Certificates of student judges	Exotic Shorthair also required for LH
	Examination panel	Deleted: at least one WCF/FiFe exam
	Course of the examination	SLH, SH: minimum 35 cats present LH, SOSH: minimum 20 cats present
	Practical examination	SLH, LH: minimum to judge 30 cats LH, SOSH: minimum to judge 20 cats



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## **Part A - Rules for the activity as steward as precondition for the admission to the judge's examination**

1. the applicant must have worked twenty times as a steward at national or international shows at home and abroad over a period of at least two years. He must have a valid tetanus vaccination.

The steward activity is certified in the form of steward certificates, which contain information about his handling of cats in the rings as well as his suitability for the task of assisting the judge in table setting. The certificate may be signed by the judge to whom the candidate has been assigned as steward, provided the judge is satisfied with the steward's work. Merely calling out numbers or carrying notes with numbers does not entitle the candidate to a Steward's Certificate.

2. During his activity as a steward the applicant is to help the judge in accordance with the following rules:
  - He must provide thorough disinfection of the judge's table, cages during rings, his own clothing and hands.
  - He must not leave the judge before the end of judging and the completion of the rings and must be available for the Best in Show.
  - He is not allowed to make any comment, be it his opinion on the cat carried or on its identity.
  - He is not allowed to inform the exhibitors about the judgement, unless the judge explicitly allows this and/or his translation is required.
  - He must inform the Chief Steward if a cat is absent.
  - He is never allowed to present his own cat to the judge. In this case a substitute has to be appointed as steward by the organizer.
3. The steward must be at least 16 years of age at the start of his duties.

## **Part B - Preconditions for the activity as student judge**

### **1. Experience in Breeding**

at the time of starting his activity as a student judge the candidate must have

- a breeding practice for at least 4 years with a registered WCF catteryname.
- at least 3 cats in his cattery with titles not lower than Gr. Europe Ch./Pr.

### **2. Knowledge of language**

The official languages for writing judge's reports, for training seminars and international conferences are German, English and French.

The applicant must have knowledge of at least one of the other official judging languages, besides his capability of his native language, including spelling, grammar and punctuation.

### **3. Membership in a WCF-club**

At the beginning of his activity as a student judge the applicant must have been a member of a WCF-club for at least 2 years without interruption.

### **4. Application for admission to the activity as student judge**

To be admitted to the training the candidate has to write an application in a free form to the club whereof he is a member. Certificates for his activities as a steward, for his breeding practice and his membership in a WCF-club must be enclosed.

The hair category, for which the judge qualification should be acquired has also to be indicated. The training takes place only en bloc for every complete hair category, where the applicant can choose between

- Longhair (LH)
- Semi-Longhair (SLH)
- Shorthair (SH)
- Siamese/ Oriental breeds (SIA/ ORI)

Simultaneous training in two hair categories is possible, however only in the combinations Longhair with Semi-Longhair and Shorthair with Siamese/ Oriental breeds.

The decision on the application has to be sent to the applicant by his club latest 4 weeks after receipt. If the application is rejected, valid reasons have to be given. In this case the applicant must have the opportunity to repeat the application to be admitted to the training.

### **5. Preliminary Examination about standard and genetics**

The applicant is admitted automatically to the preliminary examination for the career as a judge when he gets a positive decision on the application.

The preliminary examination is theoretical and contains 30 answers, which have to be given written, according to the questions of the catalogue of the preliminary examination, of which 10 questions are of general nature and 15 refer to the chosen hair category.

The selection of the questions for applicants for two hair categories contains also 15 questions of general nature as well as 15 questions to each hair category chosen.

The preliminary examination is held by the responsible body of the club whereof the applicant is a member.



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The preliminary examination lasts at most 75 (one hair category) or 105 (two hair categories) minutes. The examinee must have a separate place which he is not allowed to leave for the duration of the exam.

The preliminary examination is to be regarded as passed if the examinee has answered at least 75 % of the questions correctly. The result of the preliminary exam has to be presented in writing, it has to be announced to the examinee on the same day and to the Chairperson of the Judges' Committee of the WCF within 4 weeks.

The successfully passed preliminary examination entitles the applicant to start his activity as a student judge. If the preliminary examination had not been passed, a repetition for the relevant hair category is possible once.

The official catalogue of questions for the preliminary examination, produced and published by the Judges' Committee, will be given to the applicant by his club on a written request so that he has enough time for preparation.

## Part C - Activity as a student judge

### 1. Certificates for student judges

The applicant has to provide the following certificates for student judges:

- Category Longhair: at least 20 certificates only for this category
- Category Semi-Longhair: at least 30 certificates only for this category
- Category Shorthair: at least 30 certificates only for this category
- Category Siamese/Oriental: at least 15 certificates only for this category

The Semi-Longhair training requires for the better understanding of the Oriental Semi-Longhair (Balinese, Javanese and Mandarin) the acquisition of at least one student judges' certificate in the category SIA/ORI.

For the better understanding of the Somali, Tiffany and Cymrics the acquisition of at least one certificate in the category Shorthair.

The Shorthair training requires the acquisition of at least one student judges certificate in the category Longhair for the better understanding of the Exotic Shorthair.

The Longhair training requires the acquisition of at least one student judge certificate, in which the Exotic Shorthair is listed.

For each hair category two foreign assignments as a student judge must be carried out.

If a judge is processing his All Breed education in a country which is divided in regions, he must also acquire obligatory a student judges certificate on another continent.

For each activity of the applicant as a student judge the training judge issues a certificate which comprises the following:

- Information on all breeds and colours which the student judge got acquainted with during the judging.
- Information on skills, behaviour and general demeanour of the student judge.

The certificate is only valid with the signature of the training judge as well as the stamp and signature of the club which organized the show. The certificate will be handed over to the student judge.

Every student judge must have received at least one certificate from a member of the Judges' Committee or a member of the Board. This certificate is to be obtained for the first WCF examination and is included into the required number of certificates.

Applications for participation as a student judge at a show have to be addressed by the applicant to the organizing club at the latest 4 weeks before the beginning of the exhibition.

The organizing club is allowed to assign a student judge only to judges approved by WCF in the relevant hair category. Exceptions must be permitted by the Chairperson of the WCF Judges' Committee.

Members of WCF clubs can act as student judge at WCF exhibitions free of charge.

### **2. Participation in student judges seminars**

Acquisition of up to 6 student judge certificates for each hair category is also possible through the participation in special student judges seminars, which are held by the WCF for training purposes.

A 1-day seminar is valid for 1 - 2 student judge certificates, a 2-3-days seminar for 4 - 6 certificates. For the seminar "Breeders of Excellence" 2 certificates per day are valid, that means 6 certificates for 3 days.

### **3. Genetics seminar**

Participation in a genetics seminar is recommended. For every day of the seminar the student judge will get 1 student judges certificate.

### **4. Period of training**

The period of training of a student judge must not exceed 4 years from the day of the successfully passed preliminary examination.

If this happens, a preliminary examination has to be taken once again. After a successfully passed repetition the applicant has the obligation to apply for the judge's examination within 6 months. During this time the applicant is obliged to proof the acquisition of 2 further student judges certificates from exhibitions or training seminars.

If the period given expires, the applicant will be irrevocably withdrawn.

### **5. Application to take the Judge's examination**

The applicant has to send the admission for the examination to the club whereof he is a member. The informal application has to include all documents of his activities as a student judge, the indication of the hair category for which the qualification should be acquired, date and place of the exhibition where the examination should take place and the names of the examining judges.

The application has to be forwarded by the club to the WCF office within two weeks after the receipt for the purpose of its approval.

### **6. Admission to the examination**

The WCF Judges' Committee is obliged to admit the applicant to the examination, if the documents he sent do not give any reason for objections and if the applicant has reached the age of 25 on the day of the examination.

The judge's examination can only be taken for one hair category on one date of an examination. The examinee is not allowed to perform any other official functions at the exhibition on this day.

It is not allowed to take more than one exam on a weekend.

### **7. Examination panel**

The examination panel consists of two international WCF judges, of which at least one must be an Allbreed judge. Both judges must be active as WCF judges since at least 3 years.



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If one of the judges chosen by the candidate rejects to give the exam, the candidate may choose one of the other judges present at the exhibition, provided that he possesses the necessary qualifications for the exam. If no one of the present judges matches the requirements, the examination has to be postponed.

The examination panel alone is entitled to award the title “judge”.

### 8. Course of the examination

The judge's examination can only take place during an international exhibition. At least 35 cats of the examined category for Semi-Longhair and Shorthair, and at least 20 cats of the examined category for Longhair and Siamese/Oriental breeds must be registered, and the total number of the present cats must not be less than 80.

The examinee may choose one of the official judging languages, which has to be stated in the application.

### 9. The theoretical examination

The theoretical examination consists of 45 questions of the official question catalogue to be answered in writing, of which 15 will be chosen from the general part and 30 refer to the examined hair category. Of the 30 questions of the relevant hair category 15 have to be chosen with short answers and 15 with long answers.

The theoretical examination lasts at most 120 minutes and starts – except when technical difficulties prevent this – at the latest at 8.30 a.m. on the first day of the exhibition. The examinee should have a separate place which he is not allowed to leave for the duration of the exam.

The theoretical examination is to be regarded as passed if the examinee answered at least 80 % of the questions correctly. The result of the theoretical examination has to be written down and has to be announced to the examinee at the latest until 11.00 a.m. of the same day.

If the necessary percentage of correct answers in the theoretical examination is not reached, the entire examination is regarded as not passed. A repetition of the theoretical examination on another date is possible once.

The “official catalogue of questions for the theoretical judge's examination”, produced and published by the Judge's Committee, will be sent to the applicant by his club on a written request so that he has enough time for preparation.

### 10. The practical examination

The practical examination consists of judging of at least:

- 20 cats for Longhair (including 1-5 Exotic Shorthair)
- 20 cats for Siamese/Oriental breeds
- at least 30 and at most 35 cats for the category Semi-Longhair
- at least 30 and at most 35 cats for the category Shorthair,

which can be distributed by the organizing club in case of two one-day-shows on both days of the exhibition. The practical examination includes the selection of Best Variety winners and proposals for the Best in Show.

The practical examination starts – except if technical difficulties prevent this - at the latest at 11.00 a.m. on the first day of the exhibition and has to be finished before the beginning of the voting for Best in Show (if necessary on the second day of the exhibition).

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The practical examination is to be regarded as passed if at least 80 % of the required points has been reached. The result of examination has to be presented in writing and has to be announced by the examining judges to the examinee on the last day of the examination, at the latest until 16.00 p.m., and to the Judges' Commission within 4 weeks.

If the necessary percentage of points is not reached, the practical part of the examination can be repeated once at the occasion of another exhibition.

During the whole duration of the practical examination the organizing club has to provide 2 stewards for the examinee, if possible, as well as regular judging conditions (working place, lighting, cages, etc.). Carrying by the owner is not allowed.

The examinee must be informed of the class, colour and sex of the cats which he has to judge. It is forbidden to change these details in any way. The examinee is not responsible for mistakes in these details.

If the applicant has passed the judge's examination in all parts, he is considered to be "International judge" and receives a WCF judge's diploma, which has to be signed by the president and the chairperson of the Judges Committee.

### 11. Examination fee

The candidate has to pay a one-off examination fee of 105 Euro at the time of the application for the admission to the judge's examination. The payment has to be on the account of the WCF at the latest before the beginning of the examination.

### 12. Other duties

The candidate may only exhibit his own cats out of competition at the exhibirions where he takes part as a student judge. It is applicable also to cats living in his household.

In the case of changing the club-membership student judges are obliged to inform the chairperson of the Judge's Commission within 4 weeks.

### 13. National Judges

Knowledge of at least one of the of the WCF official languages is obligatory for International judges.

1. Category "National judge" can be assigned to
  - Judges, passed the first judge exam (Beginner) during two years after the exam.
  - Judges, who don't speak any official language, accepted by the WCF (English, German, French) except their mother language or don't prove the ability of using an official WCF language.
2. A National judge has the right
  - to judge on cat shows inside countries with the same official language as his/ her mother language
  - to award all kind of WCF titles up to CAGCE/ CAGPE and nominations for Best in Show
  - to judge Breed and Fun Shows in accordance with the existing hair category
3. A National judge has no right
  - to accept any student judge
  - to take any student judge exam
  - to take any judge exam
  - to hold any judge or student judge seminar
  - to judge at World shows, Jubilee shows or Joint shows

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4. Time of validity for the permission of a National judge is two years.

After that period is finished:

4.1. The beginner judge gets international status and receives the International judge permission, if he provides the language test certificate (only if the language test was made by a member of the judges commission).

4.2 In case of

- not passing the language test by a member of the judges commission or the Board
- absence of judging on at least 3 shows per year (1 show = 1 c-number)

a judge can receive a prolongation of the National judge's permission for the next two years only from the date of expiry of the first national judge's permission.



## **Part D - Rights and duties of the WCF judge**

1. A WCF judge cannot be obliged to give a certificate (title), neither by the organising club nor by other persons.
2. A WCF judge is not obliged to accept a student judge at an exhibition, but he should give sound reasons for the rejection. The assignment of more than one student judge is not possible, this includes student judges who take an exam.
3. A WCF judge is only allowed to vote in the Best in Show for the cats of the categories for which he is licensed.
4. A WCF judge is not allowed to award CACM and CAPM at other exhibitions than those of WCF members.
5. An officiating judge may only exhibit his cats out of competition, also cats that live in his household.
6. In the case of changing the club-membership WCF-Judges are obliged to inform the chairperson of the Judge's Commission within 4 weeks.

## Part E - Judges permission procedure

### WCF judges

1. The judge's permission is valid for 3 years (decision of the General Assembly from 06.12.1997). The first issue is free of charge, as it is included in the examination fee. For an extension a fee of 20 Euro is charged currently. In case of a late-filed application for the extension of the permission the fee is 40 Euro. The owner of the judges permission is obliged to watch the expiration date by himself. A proof of payment and an actual passport photo have to be attached to the application for extension. WCF judges are obliged to have the application for extension stamped by their WCF club and to present the documents as in case of a first application.
2. The judge's permission can be renewed at the latest within a 2-month period after expiry of the validity date. There is no entitlement to a reissue or extension if, for example, the documents of the application are not completely in original, if no payment has been made, if disciplinary proceedings have occurred or if the 2-month time limit has expired.
3. The owner of the judge's permission will be displayed at the website of the WCF with complete address, tel./fax number, e-mail address, hair category and period of validity of the permission. After expiration he will be shown for 2 months at most with the note "expired". If there is no application for extension by that time, the data will be deleted.
4. WCF judges get a refund at the exhibitions for the costs for hotel, catering and travel as well as normally a present at the discretion of the club. The job as a judge at exhibitions is refunded with 100,00 Euro for each day of the exhibition. Additionally D.2.5 of the show rules applies. The inviting clubs are obliged to refund the costs of the officiating judges before the Best in Show on the first day of the exhibition, at the latest before the Best in Show on the second day.
5. Since the WCF has sufficient adequately trained judges in the WCF, no further judges permissions are issued for judges who have not passed their examinations in the WCF. Training at one of the WCC member associations is treated as a WCF training.

### Guest judges

1. A judge's permission is also possible for a judge who is not a member of a WCF club but in another registered organization. The judges permission procedure corresponds to that of a WCF judge.

1.1 External judges absolve a shortened test for the qualification for issuing the judging permit according to the requirements of WCF.

The theoretical test includes 30 questions from the official catalogue of questions of WCF that have to be answered written. 10 of these questions are selected from the general section, 20 questions are selected from the specific hair categories, 5 from each category.

This partition applies to the admission for issuing the judge's permission as Allbreed judge.

If the qualification is requested for partial exams, the questions for the non-requested categories are not necessary.

The test has to be made in an official language of WCF. The language may not be the mother tongue or the language of the country the candidate is living in.

The practical test for an Allbreed judge consists in judging of at least:

- 5 cats Longhair category (incl.Exotic Shorthair)
- 5 cats Siamese/Oriental category
- 15 cats Semilonghair category
- 15 cats Shorthair category

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In the case of partial exams, the number of cats to be judged increases in the categories Longhair incl. Exotic Shorthair respectively Siam/ORI to 10.

The theoretical test in the partial exam consists of 10 questions per hair category.

1.2 The test can be made on a two-one-day-exhibition, where the practical part of the test shall be parted on both exhibition days. The practical test includes the choice for “Best Variety” and nominations for Best in Show.

1.3 The requirement does not apply to judges who belong to an organization with which the WCF has contractually agreed to mutual recognition of the judge's qualification. If the contractual relationship ends, the qualification of the concerned judges who hold a WCF permission during the contract period, remains recognized.

1.4 This rule is valid for all new requests.

2. WCC judges are treated like WCF judges and do not need to have a WCF judge's permission to judge. The only difference is that these judges may not take examines. If a WCC judge wishes to receive a WCF judges' permission, he / she will receive it according to the above mentioned regulations. With fulfilling the above mentioned requirements a WCC judge receives as well the right to examine.

3. Clubs wishing to oblige non-licensed judges to judge must submit to the Judges Commission copies of the evidence of the passed judges' exams for verification before submitting the show license application.

Approval for the judge in question is then given after verification of the exam certificates for the verified categories.

This verification must be repeated in each individual case and is a fee-based service of WCF. The fee is 20,00 Euro per individual case.

The verification of the qualification is not equivalent to the granting of a WCF judge's permission and does not automatically lead to a recognition of the judge as WCF judge.

This rule does not apply to judges of WCC members and associations who have a contractual agreement regarding their judges with the WCF.

*We ask for your attention: The Judges permission procedure of the WCF has been published, and we presume that you know all regulations.*

## **Part F - Examination regulations for WCF judges**

According to the decision of the General Assembly August 1996, the following regulations are applicable to all WCF judges (Judges with WCF exams and / or judges with a WCF judge's permission), without exception:

1. An examination after WCF regulations can only be held for a student judge if there is a written confirmation of the Chairperson of the Judges' Committee. The latter presumes a correct application for the examination, the date of the examination and the names of the examining judges. The application is forwarded to the office of the WCF.
2. It is not permissible for an individual to take more than one exam during one weekend.
3. Judges with WCF examinations conduct examinations only according to WCF rules. Exceptions are possible only by permission of the office of WCF.
4. WCF judges may supervise exams in other associations or clubs only after approval by the Board. Examinations which have nevertheless been accepted contrary to this rule are not recognized by the WCF. A disciplinary procedure is opened against the examining judge.
5. Judges with WCF examinations take examinations only for student judges who are full members of a WCF club on the date of the examination.
6. WCF judges (Judges with WCF exams and / or judges with a WCF judge's permission) judge at WCF exhibitions exclusively according to WCF standard.
7. Judges with a WCF judge's permission keep absolute loyalty to the WCF.
8. Judges with a WCF judge's permission having recognized non-WCF examinations give examinations in WCF clubs only for WCF student judges only according to WCF rules. The membership of the candidate in a WCF club has to be certified by the office of WCF.
9. Examination certificates, with all required documents attached, will be sent to the Chairman of the Judges' Committee in order to confirm the regularity of the examination. The Committee issues the certificate and the WCF judges' permission provided that the student judge is a member of a WCF club and the examination has taken place according to WCF rules.
10. Any violation of these regulations, which have been passed in order to improve the reputation of our judges compared to other independent judges, will result in disciplinary proceedings according to the statutes of the WCF.  
Check before giving an examination if the requirements have been complied with. If not, you must decline the examination.

## Part G - Additional qualifications for judges

1. If a trained judge applies for an additional hair category, he has to work as a student judge at international exhibitions before he can take a further examination. Between the examinations in the hair categories LH - SLH, on the one hand, and SH – SIA/ORI, on the other hand, a waiting period of at least 24 months is required.
2. If a judge takes an examination for an additional hair category, he is not allowed to officiate at the same time as a judge or to perform other activities at the same exhibition. This is also valid for two one-day-exhibitions.
3. For an additional qualification (i.e. an examination for a further hair category) a period of training of no more than four years is valid as well.
4. In further WCF-examinations the 15 general questions are not applicable. In such cases the theoretical examination consists of 30 questions of the examined hair category. The time at the disposal of the examinee is 90 minutes.
5. For the number of student judges certificates for the additional qualification of an international judge the following is valid:
  - Longhair (LH) 15 certificates only for this category
  - Semi-Longhair (SLH) 20 certificates only for this category
  - Shorthair (SH) 20 certificates only for this category
  - Siamese/Oriental breeds (SIA/ORI) 10 certificates only for this category

That means, regardless the previous qualification of the judge, the afore mentioned student judges certificates have to be presented.

### 6. Special regulation for Longhair judges

Longhair judges are allowed to judge Exotic Shorthair cats at exhibitions without a special additional qualification, provided that this is requested by the organizing club.