



To: All U.S. Junior and Young Rider Eventing Athletes  
From: Christina Vaughn on behalf of Shealagh Costello, USEF Director of Eventing, National Programs  
Date: February 6, 2018  
Re: 2017 North American Junior Championship (NAJC) and Young Riders Nations Cup (CICOY) Applications  
DUE MARCH 1<sup>st</sup>

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## MEMORANDUM

Dear US Junior and Young Rider Eventing Athletes,

Applications for the 2018 North American Junior Championship (NAJC) and Young Riders Nations Cup (CICOY) have been posted to your [MY USEF profile](#). The applications may only be accessed and completed through the on-line system.

**Applications and Area Declarations are due by March 1, 2018.**

Prior to completing an application, please read and gain a thorough understanding of the [Selection Procedures](#). There is a \$25.00 fee per application (NAJC & CICOY). Also, if you are under the age of 18 your parent or guardian will be required to sign (electronically) your application and Code of Conduct if you have not already completed it.

Please read each page carefully, we have outlined the steps for completing the application below:

1. Log-into your [MY USEF profile](#).
2. Click on the Athlete Dashboard
3. Click on Online Applications
4. **Very Important:** If you have not added the horse(s) on which you plan to apply with to your commonly ridden horses you will need to do so at this time.
5. Select the application you wish to complete (NAJC and/or CICOY).
6. If this is your account, click continue. If you are applying on behalf of another person, you can enter their number in the box.
7. Confirm your contact information and click continue.
8. You will select the horse(s) which you wish to include on your application and click on submit.
9. If you have not completed the USEF Code of Conduct, it will prompt you to do so then click continue
10. Agree to the terms and conditions and sign in the box provided then click continue
11. Complete the payment information and submit.
12. You will receive a confirmation email with a link to the Area Declaration Application. Please complete by March 1, 2018.

You will receive a receipt for the transaction as well as a confirmation email for the horses and competitions for which you applied. If you do not receive a confirmation email your application was NOT completed and you will need to try again or contact the office. You have the ability to log back in and add horses without paying an additional fee.

Please call or email if you have any questions.

Many thanks,