



AMERICAN
KENNEL CLUB®

Judging Operations Department
PO Box 900062
Raleigh, NC 27675-9062
Phone: 919-816-3644
Fax: 919-816-4225
judgingops@akc.org
www.akc.org

July 2019

Adjunct Application Procedure

- **New Applicants**, (Non-AKC judges)
 - ✓ Applicant must have 10-12 years of breeding experience.
 - ✓ Judged at AKC or Non-AKC events with sufficient entry and acted as an assigned steward at 6 AKC member or licensed shows.
 - ✓ Successfully complete the [ABC's of Canine Anatomy](#) courses in the AKC Canine College. This course is available at no cost and found in the Breeders education section.
 - ✓ Upon receipt of a completed application, you will be enrolled into the AKC Canine College to complete the Procedural and Anatomy exams, passing grades must be achieved before continuing with the application process.
- **Approved Breed Applicants** must have several years of owning/breeding/exhibiting/judging or handling experience for each adjunct breed.
- An application fee of \$35 per breed, please visit the AKC Canine College for breed exam.
- Applicant must pass the breed standard test.
- Be interviewed satisfactorily by an AKC Executive Field Representative.
- An Adjunct application does not affect any other application.
- For measurable breeds (height and/or weight as a disqualification or condition of class), adjunct applicant will be required to pass the applicable wicket and/or scales exam. Currently approved judges tested on the same apparatus in the five years preceding the submission of the adjunct application will be exempt from this requirement excluding those who have received a negative observation report on measuring procedure or failed the applicable wicket and/or scales test during the five-year period.
- Following the interview, the complete application process and the result of the interview with the Executive Field Representative will be reviewed by the Department. Final approval of adjunct breeds will be approved either as permit or regular status and consistent with procedure as described in the Judging Approval Process, approved by the Board. Judges will be informed by mail or email of their status. Failure of wicket or scales during the breed interview will result in a second wicket or scales demonstration needed before application is reviewed by the Department. Judges may not accept assignments until they have received official notification of their status. The judge's file and AKC's Website will be updated and the judge's name, number and the breeds granted on a regular or permit basis will be published in the next available issue of the GAZETTE. Status of applicant to be determined by the following:

- Additional breed applicants that have applied for a balance of a group in which an Adjunct breed would automatically be added upon final approval of the balance of that group will be required to take the breed standard exam through the AKC Canine College prior to being scheduled by staff for their interview on all applied breeds with an AKC Executive Field Representative. Applicant must be interviewed satisfactorily by an AKC Executive Field Representative on adjunct breed. Credit will be applied on future application(s) of any breed(s) not approved.
- Permit Status is granted to Adjunct applicants currently approved for less than one complete group. Their names will be published and they may now accept assignments. Adjunct applicants granted permit status must meet the criteria defined in the Judging Approval Process in order to request regular status.
- In order to facilitate the processing of judging panels for events judges approved for the complete group in which breeds are entering will be informed to proceed to the AKC Canine College and are required to take the breed standard exam. Judges will be granted regular status pending the completion of the exam and receipt of a passing grade. The breed(s) will be automatically added to the records of those group judges five to six months prior to the breed entering the group (Groups in which the breeds are entering). Failure to complete the exam prior to the acceptance date of the breed, will result in the loss of group approval status.

If you have any questions, please do not hesitate to call (919) 816-3570 or email judgingops@akc.org.



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Adjunct Application _____
 Breed _____

All areas of this application must be answered or indicated "None" or "N/A". If attachments are necessary, they should be identified with applicant's name. Please keep copies for your records. The breed examination and applicable fee shall be completed on-line in AKC Canine College, it is now mandatory to complete on-line. Credit will be applied on future application(s) of any breed(s) not approved.

Requirements:

- New Applicants (non-AKC judges) must have 10-12 years of breeding experience, judged at AKC or Non-AKC events (see question #5) and acted as an **assigned steward at 6 AKC® member or licensed shows in the three years immediately preceding this application** (see question #7). Must successfully complete the [ABC's of Canine Anatomy](#) course in the AKC Canine College. Upon receipt of a completed application, you will be enrolled into the AKC Canine College to complete the Procedural & Anatomy exams. Must attend AKC Basic Institute prior to requesting regular status.
- **Approved Breed Applicants** must have several years of **owning/breeding/exhibiting/judging or handling experience** for each adjunct breed.

Name: _____ **Judge #:** _____
Mr/Mrs/Miss/Dr. (If applicable)

Address: _____

City: _____ **State:** _____ **Zip Code:** _____ **Email:** _____

Verify Email: _____

Home Phone#: _____ **Work Phone#:** _____ **Fax Phone#:** _____ **Cell Phone#:** _____

Publish? Yes No **Publish?** Yes No **Publish?** Yes No **Publish?** Yes No

PLEASE READ AND INDICATE NUMBERS IN BOXES BELOW. (Note: If this section is not completed, the application will be returned.)

# of Specialties judged	# of Specialties attended	# Stewarding Assignments	# of Seminars/ Workshops /Breed Study Groups attended	# of Dogs owned/ Co-owned	# of Years owned	# of Years Exhibited	# of Litters	# of Champions bred or co-bred

1. List the names and years of dogs owned or co-owned in this breed:

Name	From	To	Name	From	To

2. List the names and years of dogs you exhibited in this breed:

Name	From	To	Name	From	To

3. List litter numbers and whelping dates of litters bred on your premises in this breed:

Litter #	Date Whelped	Litter #	Date Whelped

4. Indicate the Registration number and Registration name of champions in this breed for which you are the breeder of record:

Registration #	Registration Name

5. Rare Breed/Specialty Shows judged in this breed:

Date	Show	# of entries

6. List Rare Breed/Specialty Shows attended in this breed:

Date	Show	# of entries

7. List 6 Stewarding assignments at AKC licensed or member shows in the three years immediately preceding this application. (MANDATORY For New Applicants only) (Entries should be (75+) and predominately been completed at All Breed Shows.)

Date	Show	Judge	Entry

8. List Seminars/Workshops/Breed Study Groups which you have attended in this breed, provide date, place and presenter:

Date	Location	Presenter	Indicate Seminar, Workshop, Study Group

9. Are you or anyone in your household in any way connected with a dog-related occupation? **Yes** **No**
If YES, please describe in detail your/their duties and activities.

10. List dates you can attend for the purpose of the final interview. Clusters/Multiday events should be listed as one date (e.g. 5/27-30/11 - Mission Circuit/CA). Interview must be arranged through the Judging Operations Dept. At least 2-3 weeks advance notice from the date of submission is recommended. Office may schedule interview via Skype on a basis of need. Please check if Skype interview is an option. Skype interview: Yes No

Date	Show

INTERVIEW PROCESS

Your complete application should be sent to the office together with the Occupational Eligibility Addendum form and completed mandatory exams (Procedural and Anatomy, if applicable). Exams taken on-line, grades are automatically sent to the Judging Operations Department. The interview must be scheduled through Judging Operations. The interview will include a discussion of rules and ring procedure on this breed. Applicants may choose to come into the North Carolina office for their interview by prior appointment.

SIGNING/CERTIFICATION

I certify that I am familiar with the American Kennel Club’s Rules, Regulations, Policies and Guidelines for Conformation Dog Show Judges and agree to abide by them. That I am occupationally eligible to judge under AKC Dog Show Rules and will adhere to the restrictions, if applicable, outlined in the Occupational Eligibility Addendum clarifying Chapter 7, Section 1.

If granted permit judging status, I fully understand that my judging eligibility is conditional and, therefore, reviewable by AKC at any time subsequent to the date the status is initially granted.

All new breed applicants must attend a Basic Judging Institute presented by AKC prior to submitting their regular status request, but not earlier than two years prior to the submission of the initial application.

I certify that I understand and acknowledge that if I am charged with inappropriate treatment of a dog (“inappropriate treatment” means any offense involving a dog that alleges cruelty, abuse, neglect or improper treatment of a dog as defined by AKC), or charged with any crime involving moral turpitude, especially as it concerns dog-related activities. The AKC may temporarily place my judging privileges on referral and judging status as Inactive while the charges are pending. Further, after receiving notification of the referral, I am prevented from judging or from accepting assignments to judge. When the charges are resolved and AKC’s inquiry into the matter determines that no action will be taken by the AKC to cause a suspension of my judging privileges, the temporary judging referral will be removed.

I attest the information given in this application is true and correct.

Signature

Dated



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OCCUPATIONAL ELIGIBILITY ADDENDUM

Chapter 7, Section 1:

ANY reputable person who is in good standing with the American Kennel Club may apply for approval to judge any AKC recognized breed or breeds of purebred dogs, which in his or her opinion he or she is qualified by training and experience to pass upon, with the following exceptions:

Persons connected with any publication in the capacity of solicitor for kennel advertisements, persons connected with dog food, dog remedy or kennel supply companies in the capacity of solicitor or salesman, persons who buy, sell and in any way trade in or traffic in dogs as a means of livelihood in whole or in part, professional show superintendents and their employees, and persons who show dogs for others will not be approved if still engaged in such activities.

No judge shall be granted a license to be a licensed superintendent.

No person shall be eligible for approval to judge if he or she resides in the same household with a professional handler or licensed superintendent.

No judge may accept an assignment nor officiate at any event where a member of his or her household is involved to the extent that there might exist an actual conflict of interest or the reasonable appearance of a conflict of interest.

An interpretation of the above Rule is as follows:

I. Individuals in the following categories are occupationally ineligible to judge:

- 1). Persons who buy or sell dogs not bred by them as means of livelihood in whole or in part, whether or not they are known as dealers. (This is trafficking in dogs.)
- 2). Persons who show dogs for others. (Does not apply to Junior Showmanship Judges.)
- 3). Publishers and persons who promote show dogs through the active solicitation or acceptance of advertisements in commercial dog publications.
- 4). Persons who are professional superintendents or employees of superintendents.
- 5). Persons connected with dog food, dog remedy or kennel supply companies in the capacity of solicitor or salesman.
- 6). Persons who reside in the same household as a professional handler or licensed superintendent.

(A salesman is one whose primary activity or occupation involves the sale or attempted sale of goods or services to specific individuals or entities. A solicitor is one whose primary activity or occupation involves the seeking or facilitating of the direct sale of goods or services to specific individuals or entities.)

II. Individuals with the following occupations will be eligible to judge, but cannot accept assignments at any show, companion show, circuit or cluster at which they offer their services.

- 1). Concessionaires.
- 2). Dealers in dog art, antiques or memorabilia.
- 3). Dog show photographers.
- 4). Professional dog artists and photographers.
- 5). Judges who are household members of persons with ineligible occupations may not accept assignments at any show, companion show, circuit or cluster at which the ineligible person is offering their services.

III. Individuals in the following occupations are eligible to judge. Any entry made under such judges is subject to the same restrictions as Chapter 11, Section 13 of the Rules:

- 1). Grooming shop owners or employees.
- 2). Kennel owners and kennel employees.
- 3). Veterinarians.

Violations of the restrictions on these occupational categories will result in the cancellation of all awards made to the ineligible dog(s). Violation of these restrictions will subject the judge to review of his or her judging approval with the possible action up to and including loss of judging approval. Any dog-related occupations not covered by the above interpretation will require individual evaluation.

I have read and agree to abide by the above as related to AKC Conformation Judging Approval.

Signature

date