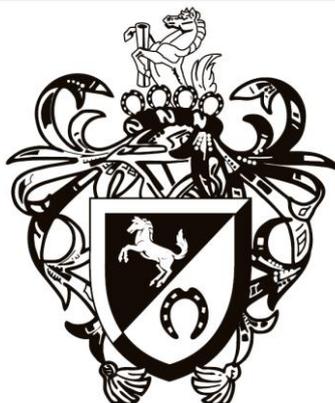


# The Farriers Registration Council



Established under the  
Farriers (Registration) Act 1975

## GUIDE TO APPLICATIONS FOR REGISTRATION BY OVERSEAS FARRIERS

Issued by:

The Farriers Registration Council  
14 Swan Court  
Forder Way  
Cygnet Park  
Hampton  
Peterborough  
PE7 8GX

Tel: 01733 319911  
Email: [frc@farrier-reg.gov.uk](mailto:frc@farrier-reg.gov.uk)  
Website: [www.farrier-reg.gov.uk](http://www.farrier-reg.gov.uk)

Issue Date: December 2018

## **Context**

This Guide is written in accordance with:

- The Farriers (Registration) Act 1975<sup>1</sup> as amended by the Farriers (Registration) (Amendment) Act 1977 and the Farriers (Registration) Act 2017
- The Rules and Procedures of the Farriers Registration Council
- The Farriers Registration Council (Disciplinary Committee) Procedure Rules 1976 (Statutory Instrument 1976/700)

**The profession of farriery is regulated throughout Great Britain (GB) (England, Scotland and Wales) by the Farriers Registration Council (FRC);** regulation is inclusive of the Isle of Wight and the Scottish and Welsh Islands. Regulation is *not* inclusive of Northern Ireland, The Isle of Man or The Channel Islands.

The contents of this Guide set out the prescribed terms and conditions for farriers wishing to apply for Registration in Part 1 of the Register of Farriers based on professional experience gained outside Great Britain (GB). Part 1 of the Register denotes registration for those wishing to be established to practice farriery in GB.

Qualified farriers from EU countries may be eligible for registration in Part 1 of the Register in accordance with EC Directive 2005/36, as amended by EC Directive 2013/55. The 'Guide to Applications for Registration for Farriers from other European States' which sets out the options for EEA nationals is available from the Farriers Registration Council on request or may be viewed on the FRC website at [frc@farrier-reg.gov.uk](mailto:frc@farrier-reg.gov.uk).

This Guide is one of four that set out the FRC's procedures for the registration of overseas farriers who wish to work permanently in GB, or undertake temporary work, farrier training, farrier-related work experience or participate in farriery competitions in GB. Applicants are encouraged to engage early with the FRC to ensure they are applying under the correct procedure.

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<sup>1</sup> Available to view at [www.farrier-reg.gov.uk](http://www.farrier-reg.gov.uk)

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## **Introduction**

### **Background**

1. The practice of farriery throughout GB (England, Scotland and Wales) is regulated under the Farriers (Registration) Act 1975, which requires all persons engaged in farriery to be registered with the Farriers Registration Council (FRC). It is a criminal offence to shoe horses (including your own) or engage in farriery in GB while not registered as a farrier; to do so may render an offender liable to criminal prosecution. A conviction carries a fine of up to £1,000, plus costs and will result in a criminal record.
2. Farriery is defined in Section 18 of the Farriers (Registration) Act 1975 as:

“any work in connection with the preparation or treatment of the foot of a horse for the immediate reception of a shoe thereon, the fitting by nailing or otherwise of a shoe to the foot or the finishing off of such work to the foot.”
3. The FRC is designated by Government as the National Competent Authority for the profession of farriery in GB for the purposes of EC Directive 2005/36, implemented by The European Union (Recognition of Professional Qualifications) Regulations 2015.

### **UK Qualifications for Registration**

4. The FRC’s usual prescribed course of training for registration purposes under Section 7(1)(b) of the Farriers (Registration) Act 1975 is an Advanced Apprenticeship in Farriery, including periods of block release college training, on the job training with an Approved Training Farrier (ATF) and the following mandatory outcomes:
  - Worshipful Company of Farriers (WCF) Diploma in Farriery (QCF) - known as the DipWCF (Technical Certificate)
  - Diploma in Farriery (Work Based)
  - Functional Skills in English and Mathematics (Level 2)
  - College Certificate in Business
  - 6 Personal Learning and Thinking Skills
  - Employee Rights and Responsibilities
5. The Advanced Apprenticeship is currently delivered within GB by three Colleges (Herefordshire and Ludlow College, Myerscough College and Warwickshire College), and further details on the advanced apprenticeship may be obtained from any of the Colleges. Details of the DipWCF syllabus may be found on the WCF website [www.wcf.org.uk](http://www.wcf.org.uk)

### **Applications for Registration from Overseas Farriers**

6. Overseas applications for registration may be made by persons who have worked regularly and gainfully, for at least two (2) years, as a farrier in an area outside GB and who wish to gain the necessary qualifications to register with the FRC.
7. Farriers from overseas may make an application on the grounds of qualifications held, and professional farriery experience gained, in their own or any other country. Those who do not hold a recognised qualification or recognised experience should expect to have to complete

an approved period of training, which will include completion of the Diploma in Farriery (Work Based, and pass the DipWCF Examination in order to become registered;

i.e. to become registered in the Register of Farriers an overseas applicant will have to either:

A. Hold a qualification recognised by the FRC (*see Procedure A on page 8*)

OR

B. Be successful in completing any training requirements determined by the Council and obtain the DipWCF qualification (*see Procedure B on pages 9-10*)

### **Making an Application**

8. Applicants must: complete the form relevant to their type of application; provide the appropriate supporting documents; pay the appropriate fee; provide proof of identity and submit the papers to the Registrar at the FRC Offices. If an applicant chooses to mail their application papers they are advised to do so by recorded mail or special delivery. The application must be completed in English and certified English translations of supporting documents must be supplied.
9. Under the Farriers (Registration) Act 1975 it is an offence for any person to procure a false or fraudulent representation or declaration of any kind. The FRC reserves the right to contact any person it considers necessary in order to verify the accuracy of information given.
10. If an incomplete application is received the applicant will be informed in writing that the application is not considered acceptable, with reasons. If no written response is received from the applicant within one (1) calendar month of this written notification all documentation will be returned to the applicant and the application will be void. Applicants may however re-submit the same documentation, together with the additional information or correction needed, as a new application if they wish.
11. Applicants will be informed of the outcome of their application in writing and may be invited to attend the FRC office for a briefing on relevant legislative requirements and regulatory matters. If any part of this Guide is unclear please contact the FRC for further assistance.

### **Visas / Work Permits**

12. Applicants from third countries i.e. countries outside the EU/European Economic Area are advised to ensure they have the necessary work permit or visa to undertake paid employment or study in the UK prior to making an application.
13. It is the applicant's responsibility to obtain a work permit/visa, if applicable, and applications will not be accepted without them. The Council reserves the right to verify the authenticity of any visa/permit received but accepts no liability for persons who choose to travel without the correct visa or permit for the duration and nature of their visit.

### **How your Information will be used**

14. The information contained in your application will assist the FRC to process your application for registration as quickly as possible. We may share your information with the Colleges approved by the FRC to deliver farriery assessments and training. We may check your information with any referees, and with a farrier or tutor who is providing training for you, Approved Training Farriers (ATFs) or any employers named in support of your application. We may also check with the body that awarded your farriery qualification in your home state.

15. At the point of registration your name, address, qualifications, telephone numbers, e-mail address, website (where given) and date of entry onto the Register will be made public on the FRC Register of Farriers. The Register is made available in an abbreviated format on the FRC website and published in the FRC publication, The Farriers Bulletin.

### **Requirements to be a Registered Farrier**

16. All Registered Farriers in GB are regulated by the FRC and are expected to conduct themselves in accordance with the requirements set out in the 'Farrier and Apprentice Code of Professional Conduct' (this publication is available to view at [www.farrier-reg.gov.uk](http://www.farrier-reg.gov.uk)). The Guide describes the principles of good farriery practice, standards of competence, care and conduct expected of Registered Farriers in all aspects of their professional work. Breaches of these rules may result in farriers being removed from the Register of Farriers. Farriers should also be aware of and comply with relevant national legislation, including the Veterinary Surgeons Act 1966 and the Animal Welfare Act 2006.
17. All Registered Farriers are required to;
- pay an annual Retention Fee to maintain their registration
  - to submit an annual return of any criminal convictions or police cautions that are not deemed as spent for the purposes of the Rehabilitation of Offenders Act 1974
  - to hold suitable Professional (Business) Indemnity Insurance to cover their professional activities
  - to carry out Continuing Professional Development (CPD) and to continue their professional education by keeping up to date with the developments in farriery, and to keep their knowledge and skills up to date throughout their working life

### **Appeals against non-Registration**

18. An appeal against a decision made by the FRC in respect of an application made under the procedures set out in this Guide should be submitted to the FRC's Disciplinary Committee by writing to the Registrar of the FRC stating the reasons for appeal. An appeal must be lodged within fourteen (14) days of the notification of a decision by the FRC.

### **Warning**

19. Applicants may not engage in farriery in GB until they have been notified in writing that they have been entered in the Register of Farriers. Those applicants who have to undertake compensation measures may, however, carry out farriery under the supervision of a named ATF, or under supervision at an Approved Farriery College during a period of approved training.

## **FEES (as at 1 Jan 20)**

(Fees are reviewed annually)

20. The preferred method of payment for application fees is by electronic payment. Payments may be made by either Credit/Debit card over the telephone, BACS (bank transfer) or via the FRC website (Sage Pay). The following fees are indicative and are subject to change. Other fees may be payable for training dependent upon the circumstances. Considerable expense can be incurred in processing applications and the FRC reserves the right to impose additional fees in individual cases if the costs are higher than normal.

- **Registration Fee (Procedure A) £145.00**

This is the initial cost of registration and is payable on application by those applying under Procedure A.

- **Overseas Application for Prior Learning Fee (Procedure B) £1300.00**

This is applicable to applicants applying on the basis of prior professional experience obtained outside of GB. It includes the cost of the assessment at an approved college or assessment centre. The fee also includes **temporary** registration for the duration of the required adaptation period. Travel and accommodation expenses are **not** included.

Once an Applicant has completed any required training and has been successful at the DipWCF Examination then he or she may apply for registration on payment of the Registration Fee, as set out under Procedure A.

- **Retention Fee £290.00**

This fee is for the annual renewal of the registration and is payable no later than the 31 December of each year.

- **Apprenticeship/College Training Fees:**

Each college charges its own rates for tuition and such fees are payable directly to the College. During the period of any apprenticeship/training, applicants shall be employed by their affiliated ATF.

- **WCF Diploma in Farriery (QCF) - (DipWCF) Examination Fee £860.00\***

This fee is payable to the WCF and may be subject to change annually\*.

## **Procedure A: FRC Recognised Qualifications**

For applicants with a farriery qualification recognised by the FRC

- A.1 The FRC recognises the following farriery qualifications for automatic registration purposes:

<u>Examining Body</u>	<u>Qualification</u>
Worshipful Company of Farriers (WCF)	WCF Diploma in Farriery (QCF); (also known as the Diploma of the WCF or DipWCF); [or the Registered Shoeing Smith (RSS) until October 1979]; taken following completion of an Advanced Apprenticeship or approved equivalent recognised by the FRC.
British Army	Certified Military Farrier (CMF); formerly known as Military Farrier Class II until March 2006.
American Farriers Association	Certified Journeyman Farrier (CJF); plus two years subsequent experience regularly and gainfully engaged in the shoeing of horses outside GB.

- A.2 Applicants holding one of the above recognised qualifications may apply directly to the FRC for registration in the Register of Farriers either on line at [www.farrier-reg.gov.uk](http://www.farrier-reg.gov.uk) or by mail. Documentation including the completed registration form, qualification certificate, proof of identity and the registration fee should be submitted to the FRC. Proof of identity in the form of a photocopy of the identity page and outer cover of a passport, national ID card, or photo driving licence are acceptable.
- A.3 Those applying on the basis of holding the American Farrier Association's CJF must also include at least two (2) references from an accountant or employer, and a veterinary surgeon or from clients on headed note paper to support two (2) years post qualification regular and gainful experience.
- A.4 Those applying on the basis of holding the DipWCF examination achieved outside GB must include at least two (2) references on headed notepaper from an accountant or employer, and a veterinary surgeon or clients to support at least four (4) years regular and gainful experience outside GB. The applicant must also provide documentation to validate training prior to undertaking the examination in order that the FRC may be satisfied that the combination of experience and training undertaken is equivalent to the Advanced Apprenticeship.
- A.5 The Registrar may contact the relevant Examinations Board to confirm the validity of qualifications. Once the application has been assessed and the Registrar is satisfied that the application fulfils registration requirements the applicant's name will be added to the Register of Farriers.
- A.6 Upon registration applicants will be sent an introductory letter and a copy of the 'Farrier and Apprentice Code of Professional Conduct'. A Registration Card and Vehicle Window Sticker for the year of registration will be issued as soon as possible thereafter.
- A.7 Applicants will be able to practise farriery on their own account as soon as the Registration Form and Fee have been accepted in writing from the FRC. Any original documents will be returned to the applicant by recorded delivery.

## **Procedure B: Professional Experience**

For applicants with professional working experience gained outside of GB, but who do not hold a recognised qualification and/or who are not eligible under the European State application options

- B.1 Farriers who have gained at least two (2) years professional working experience outside of GB may be eligible to undertake a shortened period of training to meet the requirements for registration.
- B.2 In order for the Registrar to reach a decision on the appropriate amount of training required (if any), the applicant will normally have to undertake a practical and theoretical assessment of their knowledge and skills with a Senior Assessor at an approved college or approved assessment centre.
- B.3 Depending on their previous experience and qualifications the overseas applicant would be advised that they could be eligible for one of the following:
- a) To take the DipWCF Examination at the earliest opportunity (this could include a short preparation/revision period at one of the Colleges).
- OR
- b) To undertake an apprenticeship with an ATF, which may be shorter than the full four year apprenticeship depending on skills demonstrated at the assessment, including completion of the Diploma in Farriery (Work Based) and other necessary Apprenticeship requirements, and then pass the DipWCF Examination.
- B.4 To make an application the following documentation should be submitted to the Council:
- the Application Form completed in English.
  - proof of the necessary work permit or visa (if applicable) which must permit the holder to practise and/or study farriery and/or to be employed as an apprentice farrier for the duration of any training they may require.
  - proof of identity; e.g. identity page and outer cover of passport, national ID card or photo driving licence, certified copies are preferred to original documents.
  - at least two (2) statements supporting that the applicant has been regularly and gainfully engaged in shoeing horses for at least two (2) years. These must be from a Veterinary Surgeon and Accountant if self-employed, or a Veterinary Surgeon and Employer if employed, and written on headed note paper. Each of these documents must be written in English or have witnessed English translations.
  - full details of any farriery training and examinations taken including full qualification title and the nature and duration of training completed; e.g. number of years/months, whether study was full time or part time, and whether the training was workplace or college based
  - a copy of any qualification certificate(s), certified copies are preferred to original documents
  - any other professional education and training; e.g. CPD attainment
  - additional references from clients may assist the consideration of the application
  - the relevant fee

- B.5 Once the Registrar has approved the application a letter will be sent to the applicant informing them that their application has been accepted, and a date for the practical and theoretical assessment will be arranged at one of the approved farriery Colleges.
- B.6 The letter confirming acceptance of an application will provide the applicant with a temporary licence to practise farriery, and means that it will be lawful for the applicant to engage in farriery only under the supervision of an ATF, pending determination of the application. The applicant may attend training courses at an Approved Training College or work with an ATF during this period; however, the applicant may not practise farriery by themselves.

### **Assessment**

- B.7 Applicants will normally be required to undertake a 2-3 day assessment in order to ascertain their level of knowledge and skills, and to identify their training requirements. The Assessment will be against the requirements of the Diploma in Farriery (Work Based) and will take place at an Approved College or assessment centre.
- B.8 Applicants who have completed at least four years farriery training, and hold an associated qualification awarded by a competent national awarding body **may** not be required to undertake an assessment. This exception operates at the Council's discretion and depends on the exact nature of the individual's prior training and experience. Such applicants are likely to be allowed to take the DipWCF at the next opportunity without any compulsory training requirements; each application will be assessed on its merits, i.e. on an individual basis. A reduced application fee may be applied in such cases.
- B.9 The assessment involving practical and theoretical tasks will cover such matters as producing tools and shoes by forging, determining farriery requirements of the equine, trimming and shoeing equine feet, modifying shoes and tools by welding, and monitoring and maintaining health and safety requirements.
- B.10 Any farriery carried out either in preparation for the assessment, or for the DipWCF examination, must be completed under the supervision of an ATF and while holding a temporary licence.

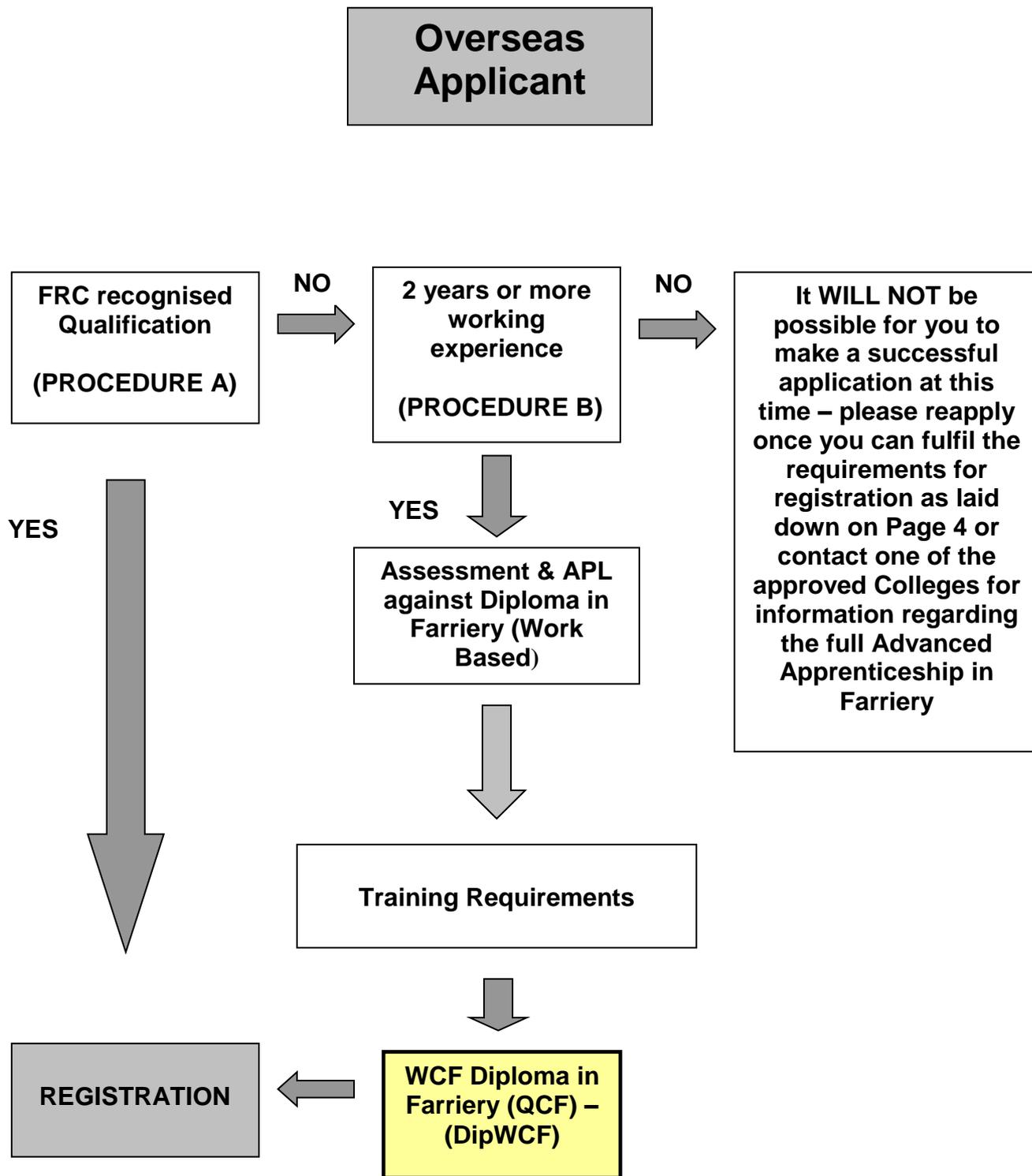
### **Assessment Results**

- B.11 The results of the assessment, together with any prior farrier qualifications and/or experience, will determine any training route to be followed.
- B.12 The Registrar will decide the level of training required according to the results of the assessment. Confirmation of that decision will be sent to the applicant in writing. The applicant may then arrange to commence their training, if applicable, with assistance from one of the approved Colleges.
- B.13 Applicants will undertake training as administered by the Colleges; applicants are warned that College places are limited and the applicant may have to be prepared to consider attending any of the approved Colleges regardless of location.
- B.14 It is the applicant's responsibility to identify an ATF who will employ him or her for the duration of any training required, and to contact a College so that the necessary learner agreement may be drawn up.
- B.15 Tuition fees will be payable directly to the college providing training, and all financial arrangements between the applicant and Colleges must be agreed directly with the Colleges.

B.16 Applicants are reminded that it will be lawful for them to engage in Farriery only while under the direct supervision of an ATF, or while at an approved College until they have passed the DipWCF Examination and are entered onto the Register of Farriers.

B.17 A list of ATFs is available from the office on request or on the FRC website [www.farrier-reg.gov.uk](http://www.farrier-reg.gov.uk)

**SUMMARY - FLOW CHART**



## Other Organisations involved in Farriery within GB

- **The Worshipful Company of Farriers (WCF)** – [www.wcf.org.uk](http://www.wcf.org.uk)
- **The British Farriers and Blacksmiths Association (BFBA)** - [www.forgeandfarrier.co.uk/bfba/index.htm](http://www.forgeandfarrier.co.uk/bfba/index.htm)

- **Herefordshire and Ludlow College**

School of Farriery  
Centre for Rural Crafts  
Holme Lacy Campus  
Holme Lacy  
Hereford  
HR2 6LL

Tel: 01432 870316  
[www.hlcollege.ac.uk](http://www.hlcollege.ac.uk)

- **Myerscough College**

Myerscough College  
Myerscough Hall  
Bilsborrow  
Lancashire  
PR3 0RY

Tel: 01995 640611  
[www.myerscough.ac.uk](http://www.myerscough.ac.uk)

- **Warwickshire College**

Royal Leamington Spa & Moreton Morrell  
Moreton Morrell  
Warwick  
CV35 9BL

Tel: 01926 318000  
[www.warwickshire.ac.uk](http://www.warwickshire.ac.uk)