

# FEI Entry System - General

## How to add a registered trainer on the FEI Entry System

You are making an Endurance entry and need to add a trainer?

All registered Endurance horses must have a registered trainer to participate in FEI Endurance events.

**Step 1:** Go to <https://entry.fei.org> and login with your FEI credentials.

**Step 2:** Start to make your entries by adding the athletes and horses accordingly.

Click here to see [How to make an entry for an international event](#).

**Step 3:** If the horse you have entered does not already have a registered trainer, the draft entry will appear in red.

You can specify the trainer of the horse by clicking on **Trainer: Click here to specify**

The screenshot shows the FEI Entry System interface for a draft entry. The top section includes event details for 'CEI3\* 160 Draft' and 'Abu Dhabi, Al Wathba (UAE)'. The middle section has tabs for 'Athletes', 'Horses', and 'Help'. The bottom section displays a table of draft entries. The entry for 'THE HORSES BORN BOOGIE' is highlighted with a red border, and a red arrow points to the 'Trainer: Click here to specify' link. The table also shows the horse's FEI ID, NF, and birth date.

FEI ID	NF	Horse Name	Birth	M/F	Status
104KQ11	THA	THE HORSES BORN BOOGIE	24/09/2008	M	Entered
104KQ08	THA	THE HORSES BORN GEORGETTE	20/08/2007	F	Add >>

**Step 4:** You can either select the athlete entered with the horse **(1)** by clicking on **Use athlete as trainer**, or search for a FEI Person by entering their FEI ID number of name **(2)**.

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**Trainer Info** [X]

Horse info: THE HORSES BORN BOOGIE - 104KQ11

Athlete info: PAWITAYALARP Wipawan - 10054249 (THA)  
Use athlete as trainer (1)

Trainer Name / ID: [ ] (2)

Registration:

[Save] [Cancel]

**Step 5:** If the trainer you have selected is not yet registered for the year in question, you can register this person by clicking on **Renew reg.**

Please note: trainer registrations are also invoiced, if the trainer is also a registered athlete you are only invoiced once.

**Trainer Info** [X]

Horse info: THE HORSES BORN BOOGIE - 104KQ11

Athlete info: PAWITAYALARP Wipawan - 10054249 (THA)  
Use athlete as trainer

Trainer Name / ID: PAWITAYALARP, Wipawan - 10054249 [X]

Registration: Not a registered Trainer [Renew reg.]

[Save] [Cancel]

Once a trainer has been selected, click on Save to finalise the procedure and add the trainer to the horse.

Please note: You cannot submit your entries if the horse does not have a registered trainer.

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**Please make sure that the trainer information is correct and up to date when making entries.**

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