

# MEMBERSHIP CLASSIFICATIONS

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<i>Master Professional</i>		PGA Members who have successfully completed advanced professional training. The Board of Directors shall establish the requirements, including the requirement that such Members shall have served, for a minimum of six (6) years, in the capacity of Class “A” Head Golf Professional and/or Director of Golf at PGA recognized Golf Facilities.
<i>Class A-1</i>	<b>B-1</b>	PGA Members/Apprentices employed as Head Golf Professionals at PGA Recognized Golf Courses.
<i>Class A-2</i>	<b>B-2</b>	PGA Members/Apprentices employed as Head Golf Professionals at PGA Recognized Golf Ranges.
<i>Class A-3</i>		PGA Members who are exempt players on the PGA Tour, Champions Tour, Nationwide Tour, LPGA Tour and Futures Tour.
<i>Class A-4</i>	<b>B-4</b>	PGA Members/Apprentices who are Director of Golf at a PGA Recognized Facility: An individual who directs the total golf operation of a PGA Recognized Golf Facility, including the golf shop, golf range, golf car operations (if applicable) and supervision of the Head Golf Professional
<i>Class A-5</i>		Past Presidents of the Association, regardless of their current occupation or profession.
<i>Class A-6</i>	<b>B-6</b>	PGA Members/Apprentices employed at PGA Recognized Golf Facilities, PGA Recognized Golf Schools, PGA Recognized Indoor Facilities as either golf supervisors of golf instructors, or individuals who instruct PGA Professionals how to teach.
<i>Class A-7</i>	<b>B-7</b>	PGA Members/Apprentices employed as Directors of Golf or Head Golf Professionals at PGA Recognized Facilities under construction.
<i>Class A-8</i>	<b>B-8</b>	PGA Members/Apprentices who are employed as Assistant Golf Professionals are primarily employed at a PGA Recognized Golf Facility and spend at least 50% of the time working on club repair, merchandising, handicapping records, inventory control, bookkeeping and tournament operations.
<i>Class A-9</i>	<b>B-9</b>	PGA Members/Apprentices who are employed in professional positions in management, development, ownership, operation, &/or financing of facilities. <i>Employment at more than Two Facilities: Individuals who are involved in the management of more than two facilities, regardless of positions, titles or responsibilities shall be classified B-9</i>
<i>Class A-10</i>	<b>B-10</b>	PGA Members/Apprentices employed as Golf Clinicians whose main source of income is golf shows or clinics.
<i>Class A-11</i>	<b>B-11</b>	PGA Members/Apprentices who are employed by the Association, a Section or the PGA Tour in an administrative capacity and individuals who are employed full-time as employees of golf associations recognized by the Board of Directors.
<i>Class A-12</i>	<b>B-12</b>	PGA Members/Apprentices who are employed as golf coaches at accredited colleges, universities, and junior colleges.
<i>Class A-13</i>	<b>B-13</b>	PGA Members/Apprentices who are employed as General Managers/Directors of Club Operations who have successfully completed the requirements set forth by the PGA Board of Directors. <i>General Managers/Directors of Club Operations: General Managers and/or Directors of Club Operations shall manage the entire golf facility including golf operations, golf course maintenance, clubhouse administration, food and beverage operation and other recreational activities at the facility.</i>
<i>Class A-14</i>	<b>B-14</b>	PGA Members/Apprentices who are employed as Director of Instruction, an individual who is managing, supervising and directing the total teaching program at a PGA Recognized Golf School or PGA Recognized Facility.
<i>Class A-15</i>	<b>B-15</b>	PGA Members/Apprentices whose primary employment is ownership or management of golf products or services at a “PGA” Recognized Retail Facility” provided such Employment specifically excludes primary employment as a clerk.
<i>Class A-16</i>	<b>B-16</b>	PGA Members/Apprentices who are primarily employed in the design of golf courses as architects or Individuals who are primarily employed in an ownership or management capacity as golf course builders.

<b>Class A-17</b>	<b>B-17</b>	PGA Members/Apprentices primarily employed in the management of all activities in relation to maintenance, operation and management of a golf course. Individuals in this classification are required to satisfy the criteria of either a Golf Course Superintendent or Assistant Golf Course Superintendent as defined by the Golf Course Superintendent's Association of America
<b>Class A-18</b>	<b>B-18</b>	PGA Members/Apprentices primarily employed in the reporting, editing, writing or publishing of golf-related publications in any form of media (inclusive of, but not limited to, newspapers, magazines, the Internet) or in the broadcasting or commentating about golf events on network television, cable networks, the Internet or any other form of related media.
<b>Class A-19</b>	<b>B-19</b>	PGA Members/Apprentices primarily employed in an executive, administrative or supervisory position with a golf industry manufacturer or golf industry distributor. <i>Regulation: The A-19/B-19 classification may include individuals primarily employed in an executive, administrative or supervisory position with a golf industry company that provides direct consumer distribution of golf goods or services that benefit PGA Members and/or PGA Member affiliated facilities.</i>
<b>Class A-20</b>	<b>B-20</b>	PGA Members/Apprentices primarily employed by one or more golf manufacturing or distributing companies involved in the wholesale sales and distribution of golf merchandise or golf-related supplies to golf facilities, retail stores of any other golf outlets. <i>Regulation: The A-20/B-20 classification may include individuals primarily employed by a golf manufacturing or distributing company that provides direct consumer distribution of golf goods or services that benefit PGA Members and/or PGA Member affiliated facilities.</i>
<b>Class A-21</b>	<b>B-21</b>	PGA Members/Apprentices primarily employed in the coordination, planning and implementation of golf events for organizations, businesses, or associations.
<b>Class A-22</b>	<b>B-22</b>	PGA Members/Apprentices primarily employed in the provision of services as a rules official for recognized golf associations, recognized golf tours or recognized golf events.
<b>Class A-23</b>	<b>B-23</b>	PGA Members/Apprentices primarily employed in the business of club fitting must use a recognized fitting system or a comparable system, must have all the necessary equipment normally associated with club fitting and must have access to a PGA Recognized Golf Range or a range at a PGA Recognized Golf Course to monitor ball flight. Individuals primarily employed in club repair must have an established place of business with all necessary equipment normally associated with club repair, or must service one or more golf tours or series of golf events.
<b>Class A-24</b>		PGA members primarily employed within the golf industry who are not eligible for another active classification. Individuals may not be elected to A-24 as this is a "transfer only" classification. If a member wishes to transfer to the A-24 classification, they must first submit a change form and job description to their section office for approval. Once this is done, the Director of Membership, Rich Williams, must also approve it at the National level. If the section and National are uncertain as to whether someone qualifies for the A-24 classification, it will be forwarded to the Board of Control.
<b>Class "F"</b>		PGA Members who fail to meet the requirements of the Member Service Requirements (MSR). All privileges are suspended until time of successful completion.

**Eligibility for Two (2) Classifications:**

*With the exception of A-3's, any Member who is eligible for two (2) different classifications should be placed in the classification in which the Member spends a majority of their time; however, if equal, the Member shall have a choice, with the approval of the Section. Approved Tournament Players shall be classified A-3 unless they substantiate to the Board of Control they are eligible for another classification. Approved Tournament Players who are not classified as A-3 Members shall have their classification reviewed by the Board of Control two (2) times annually.*

<b>Life Member (Active)</b>	PGA Members who have a history of 20 years or more of active Membership. Any time during which the Member was suspended, classified "Inactive" or classified "F" does not count toward the accumulation of those years. It technically means that the Member is retired, but still actively involved in the PGA of America. He/she must still complete MSR and pay dues. Privileges include the ability to vote, hold office at the National and Sectional levels, be a delegate to the Annual Meeting, play in the Sr. CPC, Winter Tournament Program, and the Tournament Series. The Section determines eligibility for Section events.
<b>Life Member (Retired)</b>	Requirements for qualification are the same as Life Member Active. However, both the responsibilities and rights of membership are limited. MSR is not required, and dues are substantially lower. Privileges include the ability to compete in the Tournament Series, the Tournament Program and the Sr. CPC. He/she may not hold office, be a delegate to the Annual Meeting or vote.
<b>Apprentice</b>	An Apprentice is an individual who is employed as a head golf professional, director of golf, general manager, golf teacher or golf assistant (defined as an individual who spends at least 50 percent of the time working on club repair, merchandising, handicapping records, inventory control, bookkeeping and tournament operations). These individuals are registered into the PGMP program.
<b>Inactive</b>	This is a classification that allows members to be unemployed, employed only part time or work totally outside of the golf industry. An Inactive Member does not have the same rights as a Class "A" Member, but may still retain PGA Professional status. MSR and dues are required. If a Member exceeds his/her grace period for unemployment, the classification automatically changes to Inactive. However, it is not necessary to wait that long. If a member chooses to change voluntarily, he/she need only complete a change form as they would any other time.

The term “**PGA Recognized Golf Course**” shall refer to a golf facility that has at least nine holes. Each hole shall have a minimum hole length of 60 yards and have a total yardage of not less than 1,000 yards for nine holes or 1,500 yards for 18 holes. The golf facility shall have at least 14 acres in total course area, exclusive of clubhouse, golf shop and parking areas, and be entirely planted in grass (except for artificial tee mats). The term “**PGA Recognized Golf Range**” shall refer to a golf range with a minimum of 15 tees, 150 feet of teeing area, and a depth of at least 600 feet. The range shall have adequate parking facilities allowing at least one parking place for each tee and a building adequate to properly handle the administrative requirements of a PGA Recognized Range. A professional shall be available for private and group instruction. The term “**PGA Recognized Golf School**” shall refer to a golf school recognized by the Board of Directors.

*This refers to a golf school recognized by the Board of Directors, which promotes the game of golf, has an official name and written materials to describe its programs, and conducts its programs at PGA Recognized Golf Facilities, which can sufficiently handle classes to teach the game of golf.*

“**PGA Recognized Retail Facility**” shall be defined as either a stand-alone retail golf specialty store or as sporting goods stores with golf departments similar in size and merchandise inventory to a stand-alone golf shop. The term “**PGA Recognized Golf Association**” shall refer to an organization recognized by the Board of Directors. *They shall promote the game of golf, have tax-exempt status and operate from a place of business. To verify that these guidelines are satisfied, the organizations may be required to provide tax records, job descriptions, mission statements, business plans, organizational charts and/or other information the Association deems necessary.* The term “**PGA Recognized Professional Golf Association**” shall refer to International Association of Golf Professionals recognized by the Board of Directors.

**Apprentice Classifications** – Apprentice classifications mirror member classifications, (B-1 to B-23). The same rules that define employment for members will apply to apprentices. The Apprentice Employment Verification form can be found as document #300 at <http://www.pgalinks.com/memberonly2/003/memforms.cfm>.

**Dues** – 2003/2004 dues for all apprentice classifications (other than B-1 and B-13) will be the same as dues for an apprentice assistant. The Board of Directors will establish policies to assist the Sections in computing the dues for the 2004/2005 fiscal years.

**Eligible Employment** – The primary employment guidelines will be used to determine eligible employment. If so requested, an apprentice must justify his/her classification to the satisfaction of the Section.

**2 per 9 and other employment restrictions** – Nearly all employment restrictions have been removed. Primary employment will be used to determine eligible employment. Sections will have the ability to identify the number of apprentices at a facility so they can determine if they wish to have the apprentice verify his/her employment.

**Registration Procedures** – Read all of the Professional Readiness Orientation information at <http://www.pgalinks.com/pro/index1.cfm> (hyperlink). The PGA PGM Program application is available at <http://www.pgalinks.com/pro/app.cfm> (hyperlink).

A member or apprentice shall be deemed to have violated the reporting requirements by failing to follow established Reporting Requirement guidelines.

**Accepting a Position** – Members and apprentices accepting a new position shall be required to report the terms of their new contract, including a job description and anticipated income, to the section within ten (10) business days of agreeing to the terms of the position, so as to provide statistical information for education purposes for the membership, and to permit the Association and its sections to pursue the mission and objectives of the Association.

**Leaving a Position** – Members and apprentices who leave a position shall be required to report the terms of their most current contract, including a job description, approximate income and fringe benefits, to the section within ten (10) business days of finding that they are leaving the position, so as to provide statistical information for education purposes for the membership, and to permit the Association and its sections to pursue the mission and objectives of the Association.

**Business Day** – A business day is defined to be any day on which the PGA National Office is open for business. The ten (10) day notification period starts upon initial knowledge of leaving/accepting a head professional position. Members or apprentices who fail to comply with these provisions shall be fined as follows:

1. \$50 for notification received between the 11<sup>th</sup> and 30<sup>th</sup> business day;
2. \$75 for notification received between the 31<sup>st</sup> and 60<sup>th</sup> business day;
3. \$100 if notification is not received within 60 business days.

All such fines shall be retained by the sections in which the violations occurred. Members and apprentices who are fined for such violations shall be automatically suspended from membership or registration in the apprentice program until the fines are paid. Members and apprentices in violation of this policy may appeal such fines and decisions to the Board of Control, in accordance with the provisions of Article VII. The Board of Directors shall prescribe regulations for enforcing the provisions of this Section, including the requirements that the Association and its sections shall be responsible for keeping each other fully informed in a timely manner.

**Employment Change** – The national secretary is responsible for providing job change information received as a result of these requirements to the section within three (3) business days. When notification of an employment change is received at the national office and it is determined that a fine is applicable, the member or apprentice shall be sent a certified letter, along with a copy to the section, advising the member or apprentice of the amount of the fine and the fact that the member or apprentice is suspended until the fine is paid.

**Suspensions** – Members and apprentices may be suspended for the following reasons:

- Code of Ethics.
- Non-payment of dues by July 1.
- Delinquency of two months of PGA Credit Union loans.
- Failing to return a Questionnaire or an Association Survey.
- Violation of the Reporting Requirements.
- Failing to make “Acceptable Progress” in the PGMP.

**Rights of Suspended Professionals** – Suspended individuals shall lose all rights of membership and the privilege to play in national or section golf tournaments in accordance with tournament administration procedures established by The PGA of America and the sections. Life and liability insurance shall not be denied to suspended members as a result of their suspension. Individuals employed by a suspended member may not be denied any rights or privileges. Commencing January 1, 1994, time in suspended status shall not count towards Life Member status.