

2009
PGA OF ALBERTA
PLAYING ABILITY TEST

INFORMATION &
REGISTRATION FORMS



PGAofAlbertaRESOURCES

Dear Head Professional,

Please find enclosed all the information required in order to register your candidate for the 2009 Playing Ability Test. Candidates who are registered by May 1st will be able to participate in the spring PAT; if they are registered after May 1st but by June 1st they will only be able to participate in the fall PAT. Please make note of these dates as they are firm dates and no exceptions will be made.

The 2009 Playing Ability Test schedule is as follows:

Spring PAT: Alberta Springs GC on May 20th & 21st (Register* by May 1; \$340 due by May 8th)
Fall PAT: Alberta Springs GC on August 26th & 27th. (Register* by June 1: \$340 due by August 7th)

**For first time applicants a \$200 registration fee is due with your registration. The \$340 Playing Ability Test Fee for all applicants is due on the applicable dates listed above*

Upon receipt of your application form, the PGA of Alberta Office will forward all future correspondence regarding the application directly to the Candidate via their golf club. This will include a confirmation form indicating their Practice Round Tee Time, Tournament Rules & Regulations, PAT Tee Time information and Payment Obligations.

An OPTIONAL Practice Round is available to all Candidates on May 1st (11:00am - 12:30pm), May 15th (11:00am - 12:30pm) or August 13th (8:00am Shotgun). Practice rounds arranged on alternative days will be at the Candidate's expense.

Successful completion of the PAT requires the Candidate to meet the Standard of Acceptance (*twice the course rating + 15 for 36 holes*) or the Pre-Determined Percentage as set annually by the CPGA Board of Directors (*30% plus ties for 2008*). There must be a minimum of 10 players in the field in order to use the Pre-Determined Percentage. There will be no Pre-Determined Percentage for the Fall PAT.

Male, 6314 Yards, Rating 70.0

Female, 5141 Yards, Rating 69.9

Standard of Acceptance = 155

Standard of Acceptance = 155

Candidates who are successful at the Spring PAT will be required to bring their Completed Apprenticeship Package (see requirements enclosed) with them to a Mandatory Orientation Session to be held on June 27th, 2008.

Candidates who are successful at meeting the standard of acceptance at the Fall PAT will be required to bring their Completed Apprenticeship Package (see requirements enclosed) with them to a Mandatory Orientation Session to be held on October 19, 2009.

TCCP Instructor/Beginner workshops will be offered immediately following these orientation sessions so New Apprentices who wish to attend these workshops will be able to teach for the remainder of the season.

Candidates who are unsuccessful at the Spring PAT. and who plan on attempting again at the Fall PAT will be able to participate in the Professional Series, based on remaining spots available at the deadline date, on a first come first serve basis. Should a Candidate earn a cheque during any of these events, the PGA of Alberta will withhold these funds, posting them to the Candidate's file to be used toward their fee for the Fall PAT. Any remaining funds will be carried forward to be used toward the payment of Membership dues.

For More Information, please contact: Sarah Temush
Member Programs and Services
Professional Golfers' Association of Alberta
403.256.8894 or toll free 1.888.866.6140
sarah@pgaofalberta.com



The Canadian PGA Apprentice Training Program:

Upon successful completion of the P.A.T., Candidates are accepted into the ELITE Program of the Canadian PGA. Once accepted into the ELITE Program, the individual is referred to as an Apprentice and must complete the following requirements within seven* years:

Employment -

Individuals must be eligibly employed for a minimum of three seasons. At least one of the minimum three seasons must be at a Canadian PGA Approved Golf Course.

Education - *Apprentices actively pursuing the educational component of Apprenticeship may be granted an extended duration

A three-year community college business diploma, or a Canadian PGA-endorsed Professional Golf Management Program or a university degree is necessary to complete the program. If the university degree is not a business discipline, the person will be required to obtain additional business courses.

Teaching and Coaching Certification Program -

The Instructor Beginner and Instructor Intermediate Workshops of the Canadian PGA Teaching and Coaching Certification Program must be completed. The Instructor Beginner Workshop must be completed before Apprentices may provide golf instruction.

Specified Seminars -

Apprentices must participate in a minimum of thirty-six (36) hours of seminars from the Canadian PGA Specified Seminar List.

Rules of Golf Seminar -

Apprentices must successfully complete a Canadian PGA recognized rules seminar.

Club Fitting Seminar -

Apprentices must successfully complete a Canadian PGA recognized club fitting seminar.

Club Repair Seminar -

Apprentices must successfully complete a Canadian PGA recognized club repair seminar.

Class "A" Election -

Upon completion of all ELITE program requirements, Apprentices will be subject to an assessment process. The process is determined by the Board of Directors, from time to time. Successful completion of the assessment process is necessary to become a Class "A" Member.



Candidate Information Reference PART 1

Prerequisites for Entry into the Canadian PGA:

- 1) Be at least eighteen years of age.
- 2) Have a grade 12 education or a provincially recognized equivalent, or proof of acceptance into a community college business program or university.
- 3) Be employed on a full-time basis by a Canadian PGA Head Professional or Head Teaching Professional.
- 4) Successfully complete a playing ability test and an application process.

Note: *Playing ability test scores are determined in March of each year by the Canadian PGA National Board of Directors.*

Regarding Amateur Status:

The RCGA has confirmed that amateur status is violated when a candidate is successful at the P.A.T. and signs the application form for Membership with the CPGA.

They do not lose their amateur status when registering as a Candidate with the Zone or playing in the P.A.T.

Tournament organizers determine eligibility. Candidates should contact the tournament organizers and explain their situation clearly to determine whether or not they can participate.

Questions concerning amateur status should be directed to:
RCGA (905.849.9700) or AGA (403.236.4616)

**In order for a candidate to be eligible for the P.A.T.
the Head Professional is required to submit the
candidate application form by:**

**May 1st (Spring Attempt) or
June 1st (Fall Attempt)**

Following the **successful completion** of the P.A.T., new Apprentices will be required to send the following information to the PGA of Alberta by **June 19th, 2009 (SPRING)** or **September 25th, 2009 (FALL)**.

- 1) Completed Apprentice Application Form (to be provided)
- 2) Completed Insurance Card (to be provided)
- 3) **2009 Dues - \$836.29 (Apprentices will also be required to pay 2010 dues by Nov. 1, 2009)**
- 4) 1 letter of recommendation from a Class A Member of the Canadian PGA
- 5) 1 copy of high school transcript/proof of acceptance at university/college
- 6) Proof of Age



Candidate Information Reference PART 2

IMPORTANT DATES

May 1	Deadline to Register Candidates for Spring P.A.T.
May 1	Deadline for \$200 Registration Fee* to be submitted to the PGA of Alberta Office <i>*Registration Fee applies to 1st time applicants only</i>
May 8	Deadline to submit \$340 payment for Spring P.A.T.
May 13	Optional Practice Round for Spring P.A.T. (10:00am Tee Times)
May 13	P.A.T. Draw Posted at www.pgaofalberta.com
May 20/21	Spring Playing Ability Test
June 1	Deadline to Register Candidates for Fall P.A.T.
June 19	Mandatory Orientation Session for all successful Candidates at Spring P.A.T. <i>- Must Bring Completed Apprenticeship Package and 2009 Dues</i>
June 19-21	TCCP Instruction Beginner (<i>*Must visit www.cpga.com and register in advance*</i>)
August 7	Deadline to submit \$340 payment for Fall P.A.T.
August 19	Optional Practice Round for Fall P.A.T. (10:00am Tee Times)
August 19	P.A.T. Draw Posted at www.pgaofalberta.com
August 26/27	Fall Playing Ability Test
September 25-27	TCCP Instruction Beginner (<i>*Must visit www.cpga.com and register in advance*</i>)
October 19	Mandatory Orientation Session for all successful Candidates at Fall P.A.T. <i>- Must Bring Completed Apprenticeship Package and 2009 Dues</i>

Candidate Application Form

DEADLINE - MAY 1st (SPRING) or JUNE 1st, (FALL)

To: PGA of Alberta Office

From: _____, Head Professional

Club: _____

Date: _____

This is to confirm that I will support _____ in their attempt to become an Apprentice of the Canadian PGA, for the 2009 season.

- I will ensure that the Candidate meets the Canadian PGA employment standards, as outlined in the Canadian PGA By-Laws and Categories of Membership.
- I have informed the Candidate of all Canadian PGA Apprenticeship requirements.
- Process the credit card below for the \$200 registration fee (1st time applicants only).
- Process the credit card below for the \$340 tournament entry fee OR
- Payment will be submitted by May 8th (SPRING) or August 7th (FALL)

Method of Payment: Cheque Credit Card

Card Number: _____

Expiry Date: _____

Signature: _____

To the best of my knowledge, I believe that the above mentioned Candidate will be an asset to the Canadian Professional Golfers' Association and the Alberta Zone.

Yours truly,

Head Professional

Complete and fax to the PGA of Alberta (403) 256-8895 or (877) 259-8895



CANDIDATE QUESTIONNAIRE

Please review the following form with your candidate and submit it along with the application form.

Candidate Name: _____

Section 1. Golf Experience

1. What is your current RCGA Index? _____
2. Have you played in competitive events (Amateur championships, club events, Pro-Am's)? _____
3. If yes, how many competitive events have you played in the past 3 years? _____
4. Do you believe you can play to the Standard of Acceptance in tournament conditions? _____

Section 2. Personal

5. It is expected that golf professionals will conduct themselves in a professional manner both on and off the golf course. Do you conduct yourself in a professional manner? _____
6. The golf industry often requires a large amount of shift work for staff working in the Golf Shop on a regular basis. As well, it is sometimes required that professionals work more than 8 hours in a day between time teaching and time spent in the shop. Are you prepared to do these things in order to help to establish your career in the golf industry? _____
7. Not all positions in the golf industry are year-round positions, particularly for new Apprentices. Are you aware that many entry positions in the golf industry are only 6-7 months? _____
8. If your position at the club is 6-7 months, do you have plans for the remaining 5-6 months? _____
9. If yes, do these plans include education? _____

Section 3. CPGA Entrance and Expectations

10. Have you familiarized yourself with the steps required of you once you pass the P.A.T.? _____
11. Part of being a golf professional is dedicating time to educating yourself. Are you prepared to dedicate personal time to continuous education? (Attending seminars and various industry workshops) _____
12. On a weekly basis, how many hours would you expect to spend teaching? _____
13. On a weekly basis, how many rounds of golf would you expect to play (either in tournaments or recreationally)? _____
14. New Apprentices don't always remain in the golf industry. What would be your best guess at the percentage of new Apprentices in the current year who will remain in the golf industry in ten years? _____
15. Have you discussed your career plan with your current employer? _____
16. If yes, did this discussion include what your expected annual salary would be at each stage of your career? _____

Signature: _____ Date: _____
Head Professional

RETURN TO THE PGA OF ALBERTA OFFICE FAX: (403) 256-8895 or (877) 259-8895

