



# PGA

## Pacific Northwest Section

### **PGA Professional Golf Management Program Changes effective January 1, 2010**

As advertised the PGA Professional Golf Management Program will undergo a major restructuring on January 1, 2010. These changes are designed to affect NEW REGISTRANTS in the program but will eventually impact current apprentices who fall behind the schedule presented later in this document.

Whether you are a current apprentice, an aspiring new apprentice, or an employer this document contains valuable information to help you understand where you fit into the puzzle.

#### **Current Apprentice:**

Currently registered apprentices will continue with their existing program. Timelines and materials remain the same. Eventually, apprentices in the existing program who fall behind the schedule below will need to be phased into the new program. This will be expensive and time consuming and at some point you will have to start over. It is important that you stay on schedule, completing your Levels ahead of your deadlines.

The transition schedule will be as follows:

- Current Level One Checkpoints will be conducted through June, 2011.

If Level One apprentices do not attend a checkpoint by the above date, they will transfer into the new program and must pay a transfer fee to access the Qualifying Courses and the Level One pre-seminar courses. Apprentices would be required to take the qualifying test and complete the pre-seminar courses before they attend the new PGA PGM Level One seminars at the PGA Education Center.

- Current Level Two Checkpoints will be conducted though June, 2012
- Current Level Three Checkpoints will be conducted through June, 2013

It is clear that staying on schedule will be important for currently registered apprentices. I think it is natural to assume that as the numbers of apprentices needing check points under the existing program diminishes, the opportunities for check points will diminish accordingly. The sooner, the better should be your focus.



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### **New Apprentice:**

The registration process for new apprentices will change dramatically on January 1, 2010. To register as an apprentice each candidate must register on PGALinks for the Qualifying Level and complete three on-line courses – Introduction to the PGA PGM, PGA History and Constitution and The Rules of Golf – and pass the qualifying test at a local test center. Once these courses are completed and the candidate has passed (or provisionally passed) the PAT they may register as an apprentice provided they are eligibly employed at the time of registration.

The registration process will be similar, complete the required forms, submit the appropriate documentation regarding your education, pay your dues and purchase access to Level One pre-seminar courses.

A new element in the registration process will be a background check. Nothing has changed regarding eligibility; this is just a standardized part of the process. This new step will make it impossible to submit materials on Friday and be eligible for the pro-am on Monday. Please plan ahead.

The timeline to registration has shortened considerably. Complete each step and you may register immediately. The old requirement of 6 months of eligible employment has been removed.

The Playing Ability Test will be the most common element delaying your registration. You may register if you completely pass the PAT or by provisionally passing by posting a “qualifying score” in one round of a PAT. (Consult the PAT regulations for the details.) Please take this step seriously and prepare for this important day as if you were preparing for a championship. If your game needs a little work, seek the help of your Head Professional and practice!

On the Section and Chapter front you will be able to participate in Section and Chapter Pro-Ams and Championships once you are a registered apprentice and have completed the Section/Chapter Orientation. This informative meeting is designed to help you understand your PGA PGM responsibilities, understand Section and Chapter processes and most importantly share with you the resources available to help you succeed as a PGA Professional. You may attend an Orientation at any time in this process but the earlier the better.

In summary, complete the on-line Qualifying Level courses, pass the PAT, be eligibly employed and you can register. Completing the Section/Chapter Orientation is also required. The timing is now up to you.



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### **Employers:**

Please review the material above as it relates to your situation. As your apprentices' mentor, your encouragement to new apprentices to take the steps necessary for immediate registration will benefit your apprentice. For many, your assistance with passing the PAT will be extremely helpful. With existing apprentices, your assistance and insistence with completing the Levels on schedule will be critical. The last thing a hard working apprentice needs is to miss deadlines and incur the time and expense of transitioning to the new program. Please keep them on track.

### **New Program Details:**

The new PGM program has been developed in response to suggestions from apprentices, head professionals, and the PGA Education and Apprentice Committees. The program will capitalize on electronic delivery to keep the material contemporary, the material has been updated, the levels will be more equal, and most importantly the trip to Port St. Lucie will be an educational experience with testing conducted once you return.

The PGM will retain the current People, Business and Game conceptual framework. Qualifying courses will be required and tests passed prior to entering Level One. To balance the course workload, the number of self-study courses in Level One has been reduced and additional instructor delivered courses added. A learning management portal will offer 24/7 access to course materials, sample assessments and mentor opportunities. A majority of the course material will be available online or as PDF documents. New seminars have been added to increase the number of hours of direct instructor led courses. Assessments will be administered after apprentices attend seminars through a computer-based testing agency.

### **PGA PGM Level One**

- Applicants who have passed the qualifying courses, met the eligible employment requirement and have a qualifying PAT score may register into the PGA Apprentice Program.
- Applicants pay apprentice fees and Level One online courses fees. The online courses include a self-directed course and pre-seminar courses. These courses must be completed before the apprentice attends Level One classes.
- Golf Car Fleet Management is a self-directed course and pre-seminar courses are: Customer Relations, Introduction to Teaching/Club Performance, Business Planning and Tournament Operations.
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### **Level One Classes**

- Apprentices attend five days of Level One seminars at the PGA Education Center on the following courses:  
Customer Relations, Intro to Teaching/Club Performance, Business Planning and Tournament Operations
- Apprentices return home and test on these courses through a computer-based testing agency.



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### Level Two

- After passing Level One knowledge tests, the apprentice pays a Level Two online courses access fee. These courses must be completed before the Apprentice attends Level Two Classes.
- Turfgrass Management is a self-directed course and the pre-seminar courses are: Golf Operations, Intermediate Teaching/Club Alteration, and Merchandising and Inventory Management
- Apprentices attend five days of Level Two seminars at the PGA Education Center. Golf Operations, Intermediate Teaching/Club Alteration, and Merchandising and Inventory Management.
- Apprentices return home and test on these courses through a computer-based testing agency.

### Level Three

- After passing Level Two knowledge tests, the apprentice pays a Level Three online courses access fee. These courses must be completed before the apprentice attends level three classes
- Food and Beverage, Human Resources and Career Enhancement are self-directed courses. The pre-seminar courses are: Advanced Teaching/Golf Club Fitting, Player Development/Teaching Business, and Supervising and Delegating.
- Apprentices return to the PGA Education Center for five days and attend seminars on Advanced Teaching/Golf Club Fitting, Player Development/Teaching Business, Supervising and Delegating and participate in the Final Experience.
- Apprentices return home and test on these courses through a computer-based testing agency. Apprentices who have passed all tests, the Player Ability Test and have earned 36 education/work experience credits are elected to PGA Membership.

### Effective January, 2010

- Pre-requisite course and tests must be completed prior to registration into the PGA Apprentice program. Applicants who have met the eligible employment requirements and have passed the PAT or PAT qualifier will register online through the learning management portal.

### Effective July, 2010

- New Level One seminars conducted at the PGA Education Center

### Effective July 2011

- New Level One, Two and Three seminars conducted at the PGA Education Center.

As always, call the Section office if we can clarify your specific responsibilities and be sure to read your Section and National emails with updates on the program.