



# PGA

North Florida Section  
**JUNIOR TOUR**

## **Policies and Procedures**

### **North Florida PGA Junior Tour**

#### **Membership**

To play in NFPGA Junior Tour Events you must become a member.

Membership Fee: \$50

Benefits:

- Access to 7 Two and one Day Major Golf Tournaments at high-class facilities
- Year-long player of the year points race
- Junior Golf Scoreboard Ranking
- Access to hundreds of golf course discounts within the North Florida PGA Section
- Deluxe Membership Gift

\* Members will receive their membership package at the first event they play in.

#### **Membership Registration Deadlines**

Membership remains open throughout the course of the Junior Tour season, and individuals may apply for membership at any time, provided they meet the age and ability requirements. There is no cap for membership, and there is no minimum or maximum number of events in which a member must participate. It is important to take the processing time into consideration when becoming a member of the Junior Tour. Please allow ample time for processing membership if you are interested in playing in a Junior Tour event.

The application process for new members will take up to five business days. Individuals will be notified within five (5) business days of receipt of application whether their membership status has been approved, or if more information is needed for membership consideration. If approved, a new member confirmation email will be sent out, including the new member's login and password. Once the login and password has been received, members will be able to sign up for

While Membership registration is accepted at any time throughout the season, each tournament has a specific registration deadline. **Please take tournament registration deadlines into consideration when applying for membership on either tour.**

### **Eligibility**

The NFPGA Junior Tour is open to all junior amateur golfers age 9 - 18.

You can compete on the Tour as long as you have not completed high school and started attending college.

### **Age Divisions**

16-18 Boys and Girls

13-15 Boys and Girls

12 & Under Boys and Girls

### **Age and Residential Eligibility Requirements**

#### **Age Guidelines**

Any competitor that would like to play up an age division must submit a Player Resume including last 10 competitive scores with yardage played from to Ben Herring at [bherring@pgahq.com](mailto:bherring@pgahq.com). Or must have won a tournament in their proper age division.

\*The committee reserves the right to admit a player to play up an age division if the player has demonstrated exceptional ability in prior junior golf competitions.

#### **Residential Requirements**

Must reside within the North Florida PGA Section. [Click Here for Map](#)

#### **Yardages**

#### **NFPGA Junior Tour**

Yardage for events will vary, but will be play from approximately these distances:

Boys 9-12 (5,200-6,000 yards)                      Girls 9-12 (5,000-5,500 yards)

Boys 13-15 (6,500-7,000 yards)                      Girls 13-15 (5,600-6,000 yards)

Boys 16-18 (6,500-7,000 yards)                      Girls 16-18 (5,600-6,000 yards)

## **Determining Age Divisions**

A player's age division is determined as of their age on the final day of each tournament. For example, a player who turns 16 on July 1<sup>st</sup> will play all events before July 1<sup>st</sup> in the 14-15 age division, and will be automatically moved to the 16-18 division after that date. If that player turns 16 on the second day of an event he or she will be moved into the 16-18 age division for that event.

## **Tournament Registration**

Registration for NFPGA Junior Tour Events will open in February for all events. There is no limit to the number of events members can enter. Registration will close 5 days prior to each event. Those that are on the waitlist will be refunded their money the day before the event begins.

## **Tournament Fees**

*NFPGA Junior Tour 2-day Events: \$100*

*NFPGA Junior Tour 1-day Events: \$75*

## ***Late Registration Policy***

*Late Registrations will not be accepted. Please sign up before the deadline.*

## **Field Size**

The field size will be limited to the first 100 players to register for the event.

Boys 16-18 – 25 spots

Girls 16-18 – 15 spots

Boys 13-15 – 25 spots

Girls 13-15 – 15 spots

Boys 12 & Under – 10 spots

Girls 12 & Under – 10 spots

## **Tour Refund Policy and Withdraws**

Prior to the event deadline cancellations/withdrawals **MUST** be submitted via **EMAIL** to the Tournament Director Ben Herring at bherring@pgahq.com.

If a request for cancellation is received after the event deadline no refund will be granted. In the case of an emergency or medical illness, a written doctors note must be submitted to the Section office within five days immediately following the event.

*All refunds will be issued minus a \$5 processing fee.*

### **Junior Tour Release Waiver**

During online registration all members of the North Florida PGA Junior Tour **MUST** sign the electronic Junior Tour release waiver. **The North Florida PGA reserves the right to disqualify a member from a scheduled event if a release waiver has not been completed.** If this occurs, the member will be provided with a full refund for the event in which he/she was scheduled to participate.

### **Tournament Policies/Procedures**

#### **Pairings / Starting Times**

Pairings for all Junior Tour events will be made by randomly selecting groups of three to four players based on age group and gender for the first round of play at each event.

For the second round, the field will be re-paired by score. Field size and number of players per age division will dictate which divisions tee off in which order.

Special grouping request will not be accommodated in any event. Competitors are responsible for knowing their starting time and arriving to the tee 10 minutes prior to their schedule tee time. Competitors will **NOT** be called to the tee for their starting time.

Starting times will be posted on the North Florida PGA Junior Golf website four days prior to the event. Players will be notified via email of any changes that might occur after the initial release of pairings and starting times. Any changes will be immediately updated on the website.

#### **No Show Policy**

It is the responsibility of the participant to email the North Florida PGA Tournament Director, Ben Herring, when canceling out of a tournament. When canceling on the day of the tournament, members must notify the NFPGA Section office and the host facility and in case of medical reasons, provide a doctor's note. Any member who does not follow this procedure will be considered a "no show." Players who do not properly notify the Tournament Director of their withdrawal are subject to the following penalties:

First Offense – EMAIL warning issued from Tournament Director

Second Offense – EMAIL notification of Suspension from next scheduled event

Third Offense – EMAIL notification of Suspension from the Junior Tour for the remainder of the season.

Any player that receives a third offense and is suspended for the Junior Tour will be subject to possible rejection of membership for the following season, regardless of skill level.

### **Withdraw Policy – Withdrawing During an Event**

In addition to the “no show” procedure, any member who has repeated WITHDRAWALS during tournament play MUST:

1. Turn in their scorecard before leaving the facility if leaving mid-round.
2. If leaving for medical reasons, provide a doctor’s note to the Tournament Director.

Failure to meet either of these two requirements may result in suspension from the player’s next event, events, or suspension of membership for the duration of tournament season.

### **Caddie Policy**

Parents/Guardians may caddie for their children in the 12 & Under Age Division Only. Caddies are not permitted for 13-15 and the 16-18 Divisions.

### **Rules of Play**

Rules of Golf and the NFPGA Junior Tour Hard Card shall govern all play, in addition to local rules on the Notice to Competitors (Rules Sheet), which is distributed at every event. Be sure to read the Hard Card in its entirety prior to your first event.

**Distance measuring devices** are allowed in all NFPGA Junior Tour events.

### ***Pace of Play***

An average rate per hole will be set for all NFPGA Jr. Tour events. Each competitor’s scorecard will reflect their allotted time per hole, and a timing sheet will be posted and distributed at the first tee.

Each player must play without undue delay, which is defined as taking no more than 45 seconds to play a shot. Those players who are first to play from a given area (tee, fairway, green, etc.) will have 10 extra seconds to play their shot. A group will be monitored for pace of play based upon their time and position.

### **Breaking Ties**

Ties for first, second and third place within the specified age divisions will be broken by the USGA recommended method of breaking ties. (See Appendix I, Part C-11, Page 123)

Scores will be compared using the final day total, followed by the final nine holes (holes 10-18) of the final round of play. If that does not produce a winner, then the last six holes, then the last three holes, then hole by hole; starting with #18 backwards.

Ties for the Boys and Girls Overall Division will be broken by a sudden death playoff. Playoffs will begin immediately following completion of the final round of play.

### **Weather Policy**

Completion of 18 holes by all contestants will constitute an official event for each 36-hole tournament.

It is unlikely that an event will be rescheduled due to inclement weather. Refunds on player fees are subject to the host site's rain check policy.

### **Tournament Cancellation Procedure**

The North Florida PGA reserves the right to cancel tournaments in the event of inclement weather or other incidents. Any changes to start times or status of an event will be posted on the website and emailed to competitor immediately. Parents/Competitors may also reach out to the Tournament Director, Host Facility, or the Section Office. If a tournament is cancelled, members scheduled to participate in the event will be refunded the full entry fee to their credit card on file. If the tournament is cancelled during play, the North Florida PGA reserves the right to retain the full entry fee. Best efforts to reschedule a cancelled event will be made. Players who were entered in the first event will automatically be entered into the rescheduled event. If they are unable to participate on the rescheduled date they may transfer registration to a later event or receive a refund. If the rescheduled event has available space, juniors who were not entered in the original event will be afforded an opportunity to register for the rescheduled event.

### **Tournament Results**

Tournament results will be posted immediately following the first round of play at each event on the Junior Tour website. Official tournament results for the final round will be posted on the North Florida PGA website immediately. To access results visit, [www.nfpga.com](http://www.nfpga.com), or use the NFPGA mobile app to access tournament results quickly via mobile device.

All scores will be sent to Junior Golf Scoreboard no later than two (2) days following the event.

### **NFPGA Junior Tour Code of Conduct**

All NFPGA Junior Tour Members are to conduct themselves in a professional manner at all times while on property of any North Florida PGA facility. The Code of Conduct purpose is to

help all Members grow and mature by understanding and accepting the consequences of their action, both on and off the golf course.

### **Respect for the Course**

All players are expected to maintain golf course conditions by repairing ball marks, raking bunkers, picking up and disposing of trash, etc. Any abuse of the course or other club facilities will result in immediate suspension from the Junior Tour. All players and parents are also encouraged to thank the host club, staff and volunteers for their support of junior golf.

### **Dress Code is for Players and Spectators**

- All male's shirts must have collars and sleeves
- T-shirts and tank tops are not acceptable
- All males must have their shirts **tucked** in at all times
- All males must remove any earrings
- All females must have **golf-style** shirts, and girls shirts may or may not have collars and sleeves
- Women's fashion shirts must not rise above the belt line at any time during the golf swing
- Women's shorts/skirts/skortts must be **no more than 5" above the knee OR the inseam of the shorts must measure at least 5"**
- Tennis shorts, gym shorts, cut-offs, swimsuits, short-shorts are not acceptable
- Sandals are not acceptable
- Blue jeans are not acceptable
- Clothing containing offensive slogans, languages or pictures, and references to drugs, tobacco or alcohol are not acceptable
- It is suggested that everyone wear sunscreen
- Hats/visors must be worn with brim forward, males must remove hat/visor while indoors
- All events are non-metal spikes only
- Any **player** or **spectator** not adhering to these guidelines will be asked to leave or correct the violation before participating

### **Code of Conduct**

The following actions by any NFPGA Junior Tour Member or Parents toward anyone associated with NFPGA Junior Tour Events constitute a violation of the NFPGA Code of Conduct;

- Unsportsmanlike conduct, including abusive language, cheating, club throwing, disrespect to volunteers, officials or fellow competitors, or abuse of golf course property
- Not adhering to the dress code at the host golf course
- Use or association with drugs, alcohol, or smoking or chewing tobacco products
- Vandalism at the host facility, including golf course, club house, or property.
- Conduct not becoming of an NFPGA player, such as acting in anger or creating other distractions

- Failure to treat host facility with respect by ignoring the responsibility of caring for the course, filling divots and fixing ball marks
- Physical abuse, threat of physical abuse, verbal abuse, slander or libel towards other players, parents, coaches, sponsors, host golf course staff or members, SFPGA staff or volunteers in any medium

The North Florida PGA Junior Committee may assess any or all of the following penalties based on the severity of the Code of Conduct violation:

- Issue a written letter of warning to the player and his/her parent/guardian
- Require the player to write a letter of apology to his/her fellow competitors
- Enforce a two-stroke penalty
- Disqualify the player from the tournament where the violation occurs
- Suspend the player for a portion of the tournament season or the remainder of the season
- Suspend the player's membership indefinitely

## **Spectators**

### **Spectator Policy**

Spectators are encouraged to attend any and all NFPGA Junior Tour Events. It is a privilege for spectators to attend these event and they are therefore required to conduct themselves in a professional and appropriate manner at all times.

The North Florida PGA reserves the right to suspend and/or ban any spectator from one or more events.

**Failure to comply with the Rules and Regulations may result in immediate removal from the facility and/or suspension of playing privileges for the member.**

Spectators must stay **50 yards** away from competitors so as to avoid the appearance of giving advice. (Rule 8-1, USGA Rules of Golf) Spectators are asked that they do **not** communicate with players during any competitive round. Examples are:

#### Verbal Communication

Hand signals to the participant, including gestures to influence player decisions

Providing participant with written material

Positional to assist with aim or alignment

Aiding in rulings or giving rulings

Interaction for health issues, **must only** take place prior to the hole being played or after.

Examples include but are not limited to: the handing of medication, food, beverages or sunscreen.

***Any player seen speaking to a spectator during the play of a hole, or for any reason other than for health concerns, is subject to a 2 stroke penalty based on Rule 8-1.***



Spectators **MUST** remain on cart paths or in the rough areas at all times. Walking in the fairways not only causes concern about interactions with players, but it can be dangerous and cause the group behind to be slowed down. Please walk ahead of the group you are watching to avoid delay of the group behind.

Spectators should **never** be on the putting surface or teeing area, and should observe these areas from a minimum of 50 yards so that there will be no interference.

Spectators are **not** allowed to use cell phones on the course, and request that they are turned off or left in the car during play.

Should inclement weather force a delay in play, we ask that you please help shuttle players back to the clubhouse. A delay will be signaled by one long blast.

***All spectators must dress appropriately in golf attire when attending North Florida PGA Junior Tour Events. Blue jeans, t-shirts, tank tops and short shorts are not to be worn.***

### **Spectator Carts**

Spectator golf carts will be available at the discretion of the host facility. If spectator carts are permissible, they **must** remain on cart paths at all times. Cost of spectator carts are set by the host facility.

Spectators are permitted to give rides to competitors between holes. NFPGA Staff will provide shuttles if and when they are necessary.

### **Tournament Information**

#### **Practice Rounds**

Practice Rounds are offered to Members based on the facilities availability. We will make an effort to extend those rates. All NFPGA Junior Tour Members and their parents must adhere to the NFPGA Junior Tour Code of Conduct.

#### **Hotel Accommodations**

The North Florida PGA Junior Tour will attempt to secure discounted rates at local hotels for each event. That information will be posted on the website and email to participants. It is the responsibility of NFPGA Junior Tour Members and their parents to make hotel accommodations for overnight stays for events.

#### **Accommodations for Junior Golfers with Disabilities or Chronic Health Conditions**

The North Florida PGA Junior Tour will, at its sole discretion and upon receipt of applicable medical documentation, make reasonable accommodations for junior golfers with disabilities or chronic health condition. Subject to applicable rules established by the host site, reasonable

accommodations may include the use of a pull cart or motorized golf cart for the transportation of golf clubs and competitors during Junior Tour events. All related inquiries and communications should be directed to the Tournament Director prior to the event.

## **Awards**

Listed below are the awards and exemptions distributed by the North Florida PGA Junior Tour to its eligible members:

### **Overall Champion**

The Overall Champion will be the top Boy and Girl in the 13-18 age division. Overall Champions will be presented trophies on-site following play on the final day of the tournament for each event. Ties for Overall Champion will be determined by sudden death playoff.

### **Age Division Awards**

Awards for 1st, and runner-up will also be issued in each separate age division for both Boys and Girls. Age Division Awards will be presented on-site following play on the final day of the tournament for each event. For the tie-breaking procedure, see *Breaking Ties* in the Tournament Policies/Procedures Section.

### **Season Ending Awards**

#### **Player of the Year:**

Boys Overall 13-18, Girls Overall 13-18

Boys 12 & Under, Girls 12 & Under

#### **Player of the Year Overall**

The Player of the Year point race will be the only determining factor of the Player of the Year in the previously mentioned divisions.