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Sam Houston State University  
PGA Golf Management

3.1

Student  
Policies & Procedures Manual

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## **Introduction**

The PGA Golf Management program, accredited by The Professional Golfers' Association of America (PGA), is a college degree program designed to attract and educate bright, highly motivated men and women to service all aspects of this developing industry. These comprehensive degree programs blend college/ university requirements for a golf industry compatible major with a Concentration in PGA Golf Management.

The mission of the Sam Houston State University PGA Golf Management University program is to recruit diverse and talented students and develop them into committed professionals by providing a comprehensive and progressive educational program designed to prepare future PGA Members for a life-long career in golf. Students will gain valuable work experience and enhanced playing and teaching skills, while fostering a sense of community through enjoyment and involvement in the game of golf.

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## **PGA Golf Management Program Requirements**

Sam Houston State University students must reach the following goals to receive the concentration in PGA Golf Management on their Diploma. Successful students must pass the PGA Playing Ability Test, complete 16 months of internship work at qualifying facilities, and complete the four levels of the PGA Professional Golf Management program.

*A PGA Golf Management student has 9 years to obtain PGA membership from the day following completion of the Qualifying Level test. Students dropping the PGA Golf Management program will receive credit for any PGA education requirements previously completed and credit for completion of internships. Students will be required to register into the PGA associates program following registration procedures.*

### **Program Fee**

Along with normal university tuition and fees, each student will be required to pay a non-refundable program fee of \$2400.00 per year by the first day of classes (Fall Semester) each of the first four years. This fee includes PGA Golf Management materials, PGA Golf Management seminar fees, unlimited golf course and practice range access at The Bearkat Course, Player Development Program, and PGA Golf Management Student Association Fees.

- Additional fees will be charged in the form of retake tests and potential mentor sessions in the event of failure of any PGA Golf Management testing.

### **PGA Golf Management Staff**

The PGA Golf Management program at Sam Houston State University will have a clearly identifiable unit charged with the management of the PGA Golf Management program. The PGA Golf Management program will be staffed with a minimum of three full-time persons primarily responsible for the administration of the PGA Golf Management program.

The **Director** for the Sam Houston State University PGA Golf Management program serves as the primary liaison between the Professional Golferson ,(f(f)-1 (er)-11 (c 0.004 3 (of)3 (e)44 (r)3 11 (s)-(on ,(f(f)-11



action will be taken to resolve any performance problems. Details of the meeting will be placed in the student's record.

- Negative site evaluations by students will be investigated prior to placement of future students.
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## Second Year

### Fall

Introduction to Teaching and Player Development  
- PGA of America Seminar

### Spring

Facility Management - Level 2

## Third Year

### Fall

Intermediate Teaching and Player Development  
- PGA of America Seminar

### Spring

Facility Management - Level 3  
Business Simulation  
- PGA of America Seminar

## Fourth Year

### Fall

Advanced Teaching and Player Development  
- PGA of America Seminar

### Spring

Comprehensive Exam- Levels 1-3

Testing R-0.003333( )TjEMC /P A/CID 50 XeT(0 Tw 3.47 0 Td(-)3 (3)T/T0 1 Tf.2 refEMC BT/P X6 (min)



## **Career Enhancement**



Participate in Player Development Program until PAT passed  
Attempt a PAT (PGA requires students to attempt 1 per semester or 2 per year)  
Complete Level 2 Intermediate Teaching

**Spring**

BUAD 3269B – Professional Devel

## **PGA Golf Management Student Advising**

Each semester every PGA Golf Management student will meet with a member of the PGA Golf

- Students who do not demonstrate the ability or inclination to pass the PAT will be counseled by the Director of the PGA Golf Management program into another degree program at Sam Houston State University.
- Registrations are taken in order of receipt at the PGA of America National Office and through PGA.org. There is a **30-day registration deadline** for every PAT and an individual may be registered for only two PAT's at any one time. The registration fee, paid at the time of registration, is \$100.00 for each PAT and the registrant is responsible for all additional on-site fees.

### **Player Development Program**

Sam Houston State University PGA Golf Management students who have not passed the PAT will be required to take part in the Player Development Program. Each student's golf swing will be analyzed a minimum of two times each semester with recommendations given by a PGA professional. At the beginning of every semester, students will be given a schedule of when their Player Development lessons will take place. At the conclusion of each lesson, a practice routine will be developed to address the student's specific weaknesses. Each lesson will be documented and kept on file in the PGA Golf Management office. A PGA Golf Management student will not be allowed to graduate with the PGA Golf Management Concentration until the PAT is passed. Students who have begun the fourth year of the program and have not passed the PAT will be counseled and advised by the PGA Golf Management Director.

It is a condition of graduation to pass the Playing Ability Test (PAT). Each PGA Golf Management student must attempt the PAT once per semester or twice per year until it is passed. PGA Golf Management students are strongly encouraged to attempt a third PAT during the year.

Students who do not complete the required amount of PAT's, participate in the Player Development Program, will be placed on probation and can be considered for removal from the PGA Golf Management program.

### **PGA Golf Management Lab and McIver Golf Training Center Safety Guidelines**

Students will be required to contact the appointed student assistants to gain access to the PGA Golf Management Lab in the College of Business Administration and the McIver Golf Training Center located at The Bearkat Course. The appointed student assistants will be trained on safety

the Bearkat Course and will use examples and information from the Bearkat Course in classroom instruction as well as for the work experience activities.

**PGA Golf Management Student Association**



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## **Non-Discrimination Policy**

Sam Houston State University is committed to an educational and work environment that provides equal opportunity and access to all qualified persons. SHSU pursuant to and in accordance with applicable federal and state law (including Title VII and Title IX) and institutional values, prohibits discrimination or harassment on the basis of race, creed, ancestry, marital status, citizenship, color, national origin, sex, religion, age, disability, veteran's status, hair texture/protected hairstyle, pregnancy, sexual orientation, gender identity, or gender expression in employment, educational programs, activities, and admissions. Each supervisor, faculty member, employee, and student are responsible for maintaining an environment that is free of discrimination and for addressing behaviors that violate this obligation in accordance with this policy.

## **Students with Disabilities**

It is the policy of Sam Houston State University that no otherwise qualified disabled individuals shall, solely by reason of their disability, be excluded from the participation in, be denied the benefits of, or be subjected to discrimination under any academic program or activity. Additionally, the PGA of America offers non-standard testing accommodations for testing to those who qualify. The appropriate forms must be submitted to the PGA of America 90 days prior to testing. The form can be received from the PGA Golf Management program Director.

Students with disabilities can visit <http://www.shsu.edu/dept/disability/> to find out more information on their rights and responsibilities at Sam Houston State University.

## **Minority Recruitment Policy**

The PGA Golf Management program at Sam Houston State University is dedicated to supporting the PGA objective of recruiting qualified students from diverse backgrounds into the PGA Golf Management program. To help the University with minority recruitment, the PGA of America may provide scholarship monies each year. PGA minority scholarship assistance may be available through the PGA WORKS Golf Management University Scholarship.

## **PGA Golf Management Scholarships and Financial Aid Opportunities**



**Probationary Standards**

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During PGA Golf Management probation, the following restrictions apply:

- To begin an internship assignment, a PGA Golf Management student who is on probation during that spring semester must satisfy all conditions for removal from probation by May 15, to receive credit for the internship assignment. This restriction applies to both academic credit and time credits toward the 16-month internship requirement to satisfy PGA Golf Management degree requirements.
- Students on probation will not be granted a PGA Golf Management Concentration upon graduation.
- Students on PGA Golf Management probation will not be eligible for PGA Golf Management Scholarships.
- Students on PGA Golf Management probation will not be eligible to participate in the PGA Student Championship, Heritage Cup, Leadership Seminar, or be one of the students selected to attend the PGA Show with the PGA Golf Management staff.
- Students on probation will not be allowed to hold office within the PGA Golf Management Student Association (PGMSA).
- Students will not be allowed to order any merchandise through the program or PGMSA.



**STUDENT POLICIES & PROCEDURES**

**SIGNATURE PAGE**

**STUDENT ACKNOWLEDGEMENT**

I was issued the Sam Houston State University PGA Golf Management Student Policies & Procedures Manual on \_\_\_\_\_. As part of the BUAD \_\_\_\_\_, PGA Golf Management Professional Development course, we reviewed and discussed the entire Student Policies &

**SAM HOUSTON STATE UNIVERSITY COLLEGE OF BUSINESS ADMINISTRATION  
PGA GOLF MANAGEMENT CURRICULUM**

**YEAR 1**

<b>Fall</b>		<b>Spring</b>	
ENGL 1301 English Composition	3	ENGL 1302 English Composition	3
HIST 1301 US History to 1876	3	HIST 1302 US History since 1876	3
MATH 1324 Math for Managerial Decision Making	3	Lab Science (1)	4
MGIS 1305 Electronics Communications Techniques	3	Creative Arts Elective (2)	3
KINE 2115, ECON 1100, NGLI 1101, or MCOM 1130	1	<b>BUAD 1211-B Professional Development (3)</b>	<b>3</b>
<b>BUAD 1211-A PGA Orientation</b>	<u>2</u>		
(Qualifying Level)	15		



