

2024



# GOLF

## MANUAL





## DATES TO REMEMBER

<b>GIRLS</b>		<b>BOYS</b>
January 1 – February 16	Open Facilities (See bylaw 3.14.7/Open Facility Board Policy)	September 5 -October 20
March 25 – May 10	Out of Season Practice Period (See bylaw 3.14.7)	January 1 – February 16
August 7	First Allowable Practice	February 26
August 17	Deadline to withdraw from season/postseason for classification purposes	March 7
August 18	Deadline for Online Rules Review and Coaches Rules Test	March 8
August 25	First Allowable Contest (By-Law 3.9.1 Conditioning requirements must be met prior)	March 15
September 18	District Entries Open	April 15
September 29	District Entries Deadline	April 26
October 5, 6 or 9	District Tournaments	May 2, 3 or 6
October 16 - 17	State Championships	May 13 - 14
May 22	Golf Advisory Committee Meeting	May 22

Dates throughout the remainder of the manual are based on the MSHSAA Standard Calendar. They will be stated with a day of the week and the Standard Calendar week. This Calendar can be found on the inside front cover of the Official Handbook or in a MSHSAA 3-Year Calendar

Future postseason schedules may also be found at the back of the Official Handbook, located at [www.mshsaa.org](http://www.mshsaa.org)

Dates, times and locations are subject to change under the authority of the Board of Directors.



# MISSOURI STATE HIGH SCHOOL ACTIVITIES ASSOCIATION

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Toni Hill, Associate Executive Director  
James Melton, Associate Executive Director  
Lou Mazzocco, Assistant Executive Director  
**\*Doug Fessler, Assistant Executive Director**  
Marty M Marsh, Assistant Executive Director  
Daryl Bradley, Assistant Executive Director  
Stephanie Turner, Coordinator of Sport  
Craig Long, Chief Financial Officer  
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***\*MSHSAA Contact Person for Golf***

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**\*\*\*Revised January 2024\*\*\***

DISTRICT ASSIGNMENTS & STATE TOURNAMENT INFORMATION  
MAY BE FOUND ON MSHSAA WEBSITE ([www.mshsaa.org](http://www.mshsaa.org))

Revisions to the manual are highlighted in **red print and underlined**.

# GOLF ADVISORY COMMITTEE [\(TOC\)](#)

The advisory committee members are appointed by the Board of Director member from their respective board district. Each individual is appointed to a four (4) year term. If an appointee is unable to fulfill their term, a replacement will be appointed to complete the remainder of the term. The purpose of the committee is to represent the schools and coaches within their board district on matters concerning the administration of the sport. Their role is a key component in bringing sport-specific needs, concerns, and recommendations to the Board of Directors. Please make sure to use them as your voice to the MSHSAA Staff and Board of Directors

## Girls

### Kansas City (2026)

Seth DeRose  
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## Boys

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### South Central (2026)

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### Southeast (2027)

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### Northwest (2024)

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### Northeast (2024)

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### St. Louis (2025)

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### Central (2025)

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Terms expire July 1 of the year noted

\*Serving out partial term, eligible for reappointment

## PURPOSE AND PHILOSOPHY [\(TOC\)](#)

- A. **MISSION STATEMENT:** The MSHSAA promotes the value of participation, sportsmanship, team play and personal excellence to develop citizens who make positive contributions to their community and support the democratic principles of our state and nation.
- B. **PURPOSE OF MANUAL:** This manual has been prepared to provide a better understanding of the administration of MSHSAA sponsored events. It will serve as a guide to the participating schools and will provide for greater consistency. All information will be included in this manual except such supplementary or incidental information as may be included in the MSHSAA Journal. The regulations in this manual shall be considered official unless the schools are notified in a Special Bulletin of any changes.
- C. **PHILOSOPHY OF INTERSCHOLASTIC ACTIVITIES:** Interscholastic activities are intended to supplement the secondary curricular program. These activities can provide the student with educational experiences and learning outcomes that contribute toward the development of good citizenship. This can be accomplished only when the emphasis is placed upon teaching "through school activities." Interscholastic activities can be justified only when this is their primary philosophy and purpose.
- D. **PURPOSE OF DISTRICT AND STATE CONTESTS:** There are two primary purposes that justify and cause district and state events to be desirable. Those purposes are to provide opportunities to demonstrate before the public the best knowledge, skills, and emotional patterns taught through a particular sport; and to evaluate and compare the best of this teaching of knowledge, skills and emotional patterns among schools. Unless these purposes are primary, district and state athletic contests cannot be completely justified.

It is the desire of the MSHSAA Board of Directors that these events be both fun and educational. It is extremely important that competitors, coaches, and the school community make every effort to enhance, and keep in proper perspective, the educational values of these events. Competition merely for "competition's sake" cannot be justified. Only when competition contributes toward worthwhile educational goals can it be considered sufficiently important to be included in the school program.

- E. **SUPERVISION OF COMPETITORS AND FANS:** MSHSAA By-Laws hold a school responsible, both at home and away, for the conduct of its competitors, students, coaches, and fans. Coaches are required to supervise their competitors. A coaches' respect for others and school property is necessary in order to instill this respect in competitors. Students staying overnight in hotels or motels in conjunction with any interscholastic athletic contest should be well chaperoned. The good conduct of students will leave a good impression of the entire school.

A school also should inform its competitors, students, coaches and fans of the value contest officials play in education through athletics. When informing these people of this, the difference in the purpose of high school and professional sports should be emphasized. Lack of respect for officials should not be tolerated. Booing of officials leads to booing of coaches and competitors. This has no place in high school athletics. Athletic administrators are urged to develop a program through any and all communication techniques available to ensure that spectators understand that high school athletics are an educational endeavor as opposed to the games being an end in themselves.

## **SECTION 1: ESSENTIAL RESOURCES** [\(TOC\)](#)

The information listed/linked in this section relates to MSHSAA By-Laws, Board Policies and information from the Sports Medicine Page (SMP). The information is not sport or activity specific but is necessary for the safe and proper conduct of your sport/activity.

### **Source Locations:**

[MSHSAA Handbook \(HB\)](#)

[Sports Medicine Page \(SMP\)](#)

- A. ALCOHOL/TOBACCO USAGE AROUND INTERSCHOLASTIC ACTIVITIES (HB-Board Policy)
- B. CHARITY/AWARENESS EVENTS (HB-Board Policy)
- C. CONCUSSIONS EDUCATION AND MANAGEMENT PROTOCOL ([SMP](#))
- D. CONDUCT – REMOVAL OF TEAMS & EJECTIONS (HB-By-Law 5.5)
- E. GUIDELINES FOR FAN SUPPORT ITEMS (HB-Board Policy)
- F. HAZARDOUS WEATHER CONDITIONS/LIGHTNING GUIDELINES ([SMP](#))
- G. HEAT ACCLIMATIZATION (HB-By-Law 1.7 & [SMP](#))
- H. ON-SITE PROTEST PROCEDURES (HB-Board Policy)
- I. OXYGEN USE POSITION STATEMENT ([SMP](#))
- J. SANCTIONING (HB-By-Law 3.18)
- K. WET BULB GLOBE THERMOMETER USE ([SMP](#))

## SECTION 2: REGULAR SEASON [\(TOC\)](#)

A. **USGA RULES:** USGA Rules and MSHSAA Rules shall be followed in the district and state tournaments and all interscholastic meets. Coaches shall thoroughly instruct their golfers of the following regulations. **The MSHSAA will adopt the most current USGA Rules with each USGA publication date/year. The USGA releases new rules during the month of January and publishes new rule books every three years; therefore, the 2023-2024 Girls Golf and Boys Golf seasons will be under the guidance of the current USGA Rules of Golf and the Rules of Amateur Status, released in January-2023.**

1. **LOCAL RULES:** Local course rules, **even when those rules may differ from standard procedure, (penalty areas, etc.)** will be followed. Please become familiar with these rules.
2. **BALL PLAYED AS IT LIES:** The ball will be played down "according to USGA Rules" (may not be moved) unless the tournament rules committee determines that the course conditions are such that this is not possible. When it is not possible to play the ball down it shall be played in the following manner:
  - i. **2nd choice** – Lift, clean and place, in the same spot, in your own fairway only unless the course has temporary water over the general area in which case;
  - ii. **3rd choice** – Lift, clean and place, in the same spot, through the general area.
3. **PRACTICE DURING ROUND:** A player shall not practice between holes. This includes on or near the putting green of the hole last played and on or near the course practice green or driving range. Penalty - two strokes at the next hole. (USGA Rule 5.5)
4. **PENALTIES:** Penalties shall be called according to USGA Rule 1.3 in regards to claims and penalties. In the event there is a need for clarification of the rules, a second ball may be played when a player is doubtful of their rights or procedure. The scores for both balls shall be kept until the tournament committee has an opportunity to provide clarification. The penalty for all out-of-bounds and lost balls shall be one stroke and loss of distance. (USGA Rule 18.2.) No penalty shall be rescinded, modified or imposed after the competition has closed. A competition is deemed to have closed, when the trophy has been presented to the winner or, in the absence of a prize ceremony, when all scores have been approved by the committee.
5. **LOST BALL:** A maximum of **three** minutes will be allowed to search for a lost ball. All members of the group are expected to assist in searching for balls that are lost. Others in the group should not advance until the lost ball is found or another ball is put into play. **Players hit their ball, then look for opponents' ball.**
6. **ADVICE BY PLAYERS DURING COMPETITION:** Per USGA Rule 10.2a, in summary, players are not permitted to give advice to other players, including teammates, during competition.
7. **USGA LOCAL RULE: ACCIDENTAL MOVEMENT OF BALL OR BALL-MARKER WHEN ON THE PUTTING GREEN** – If a player, partner or player equipment accidentally moves a ball or ball marker on the putting green, there is no penalty and the ball should be replaced. (USGA Rule 9)

**Examples:**

  - i. When preparing to make a stroke, player accidentally causes ball to move. Ruling – No penalty, ball must be replaced.
  - ii. A player accidentally drops their ball, which hits and moves ball-marker. Ruling - No penalty, ball-marker must be replaced.
  - iii. A player accidentally drops their ball-marker, which hits and causes ball to move. Ruling No penalty, ball must be replaced.
  - iv. A player accidentally kicks and moves their ball. Ruling – no penalty, ball must be replaced.

**NOTE: THIS USGA LOCAL RULE WILL BE USED AT ALL REGULAR SEASON AND POSTSEASON CONTESTS.**

- B. **SCOREKEEPING:** Each player in the group shall be responsible for his/her own score and for keeping and verifying the hole by hole score of another player in that group. Scores should be recorded immediately after moving to the next tee. At the conclusion of the round each player should make sure his/her score card is correct and signed before the cards are turned in at the scoring table. Each player is responsible for the hole by hole score on his/her scorecard.
- C. **PUTTS HOLED:** All putts shall be holed out. **An optional 10-stroke maximum rule has been reinstated and may be used at the district tournament. Any player using the optional stroke limit cannot advance further in the postseason.** A stroke limit may continue to be used during in regular season contests.

D. **CADDIES and GOLF CARTS:** Golfers may use pull carts but shall not use caddies or motorized golf carts.

### **APPROVAL FOR USE OF GOLF CART**

A formal request for a student athlete to be granted approval to use a golf cart during practice or competition shall be addressed with upmost concern for "all" competitors due to the potential fundamental advantage that the use of a golf cart may create. There are three required documents that the MSHSAA must receive from the administration of a member school as it relates to an approval for the use of a golf cart.

1. A letter in writing from a physician documenting what the student's disability/condition is as defined by the ADA and why the player must use a golf cart during interscholastic competition. **Note: Temporary conditions/injuries do not warrant approval for the use of a golf cart. Note: A condition not defined by the ADA will require a review by the physicians on the MSHSAA Sports Medicine Advisory Committee for approval for the use of a golf cart during interscholastic competition. (Allow 7-10 days).**



2. A letter in writing from the school administrator confirming the student's disability/condition that results in the need/request for a student to use a golf cart during interscholastic competition.
3. A letter in writing from the parent/guardian of the student releasing the school and MSHSAA from any and all liability from any accident that occurs while using the golf cart.
4. A school/student must have a letter of approval from MSHSAA prior to using a golf cart during practice or competition

**Note:** Any student receiving permissions in writing from the MSHSAA to use a golf cart during interscholastic golf practices or competitions are still obligated to abide by local course rules that may be in place for establishing an age requirement for operating a golf cart. If a student receiving permissions to use a golf cart during interscholastic practices or competitions "does not" meet the age requirement for operating a golf cart that a course may have in place, a school approved golf coach or administrator must be the operator of the golf cart due to the coaching/instruction restrictions that are in place for high school golf competition. Lastly, there may be settings when a course does not allow use of carts, (weather related conditions on the course), that results in the player not being permitted to use a cart on that day.

- E. **DISTANCE MEASURING DEVICES:** Golfers and Coaches may use distance measuring devices, and share information, in high school golf that measure distance only. The use of devices that gauge or measure other conditions that might affect a player's play (e.g., wind or gradient) are not permitted. **A Cell Phone used as a distance measuring device is prohibited due to the other capabilities of the device.**
- F. **CELL PHONES:** Due to the capability of modern cellular phones to take photos and the possibility of an inadvertent use of this capability to capture inappropriate images, the MSHSAA Board of Directors established a no cell phone use policy. Preserving the privacy of all high school students while they are in the dressing and locker room facilities of the venue is important to the host school and the member schools of the MSHSAA.
  1. **Cell Phones/Smart Watches on the golf course: Golfers may not use or wear any electronic communicational devices or equipment on the golf course. The penalty for misuse is disqualification. Golfers may have cell phones or other communication devices in their bag to use in an emergency situation only, to notify authorities.**
- G. **LIVE SCORING PROGRAMS/DEVICES:** Live Scoring programs, which allows coaches or approved personnel, to use an electronic device (cell phone, tablet, etc.) to make live scoring updates during a competition are permitted for both regular season and postseason contests. Live scoring results shall be unofficial.
- H. **CO-ED TEES:** Girls participating on boy's teams must play from the same tees as all other participants.
- I. **UNSPORTSMANLIKE CONDUCT:** Any student who uses tobacco, alcohol, or controlled substances (other than prescription), in any high school golf match shall be disqualified. Any player who, in anger, throws or breaks a club, throws a ball or other equipment, bets on the course or uses inappropriate or profane language or gestures will be penalized for unsportsmanlike conduct. Further, it is considered unsportsmanlike to use baiting or taunting acts or words or wear insignias which engenders ill will. Unsportsmanlike conduct shall be called by the spotters, markers and/or the rules committee members. Based on the seriousness of the incident the penalty shall be either a warning (one per tournament) or a two-stroke penalty. Once warned and penalized any additional occurrences would result in disqualification. Any flagrant act of unsportsmanlike conduct shall result in immediate disqualification. Players may not call unsportsmanlike conduct on each other but should bring inappropriate behavior to the attention of the tournament manager or officials. Provisions of this section apply any time the competitor is on the course grounds until awards have been presented.
- J. **SLOW PLAY:** Slow play cannot be tolerated. Each player shall play without undue delay and in accordance with any pace of play guidelines which may be laid down by the Committee. MSHSAA has published a suggested Pace of Play policy which can be found in the Appendix. After a warning, persistent slow play may subject a participant to a two-stroke penalty and then disqualification.
- K. **UNIFORMS:** Players must wear appropriate golf attire in all interscholastic matches (regular and post season), preferably in the school's colors. Any lettering or artwork on uniform tops must pertain to the school name or emblem. Exception: A single partial/whole manufacturer's reference and/or one American flag (no more than 2x3 inches in size) is permitted on each piece of the uniform. If the course has a dress code, golfers must abide by the stated dress code and schools must be notified in advance regarding the requirements. At a minimum, participants should wear shorts/skorts or slacks and a collared shirt. Each competitor must wear a shirt during the entire time of play (it is recommended by the advisory committee that the shirt be tucked in). No jeans, athletic/compression shorts or cutoffs (jean shorts). T-shirts are prohibited. In the event of inclement weather appropriate layers may be worn.
- L. **NON-SCHOOL COMPETITION:** Per MSHSAA Bylaw, during the school golf season, a student may, after fulfilling all requirements, practices and competitions of the school team, compete as an individual participant in two (2) organized non-school golf competitions.
  1. *Priority shall be given to all school team practices and competition. Should a non-school competition be in direct conflict with the school scheduled practice/competition the school practice/competition shall take priority. Prior approval by the school administrator may grant an exception to a student to participate in the non-school competition if in direct conflict with the school program.*

2. *No school time shall be missed to compete, practice or travel to the site of such non-school competition unless the absence is approved in advance by the school administrator.*

- M. NEWS MEDIA:** News media personnel, with the permission of the tournament manager, may be allowed on the course with instructions not to converse with participants and to stay out of the way on camera shots. Whenever possible, news media personnel should be accompanied while out on the course, by a member of the committee.
- N. HAZARDOUS WEATHER CONDITIONS/LIGHTNING GUIDELINES:** See Section 1 of this manual, Essential Resources. Recommend that all coaches carry air horns as a warning device in case of lightning or severe weather.
- O. COACHING:** All coaches must be LISTED and APPROVED through the MSHSAA website. Coaching of golfers during competition during the regular season shall be in accordance with USGA rule 10. During the postseason series (Districts & State): The coach will not be allowed to give advice once the player's ball is on the green AND player has reached the green area (10 yards). Golf Coaches may coach their athletes at the District Tournament provided all duties assigned for the tournament are filled by the site manager and all coaches are given the same opportunity to fulfill the assigned responsibilities as delegated by the site manager.
- P. GOLF COACHES PLAYING DURING SCHOOL COMPETITIONS:** Golf Coaches are prohibited from playing golf during all school golf competitions (this includes all regular season matches and tournaments as well as postseason matches). During the state tournament practice round, only state qualifying golfers are permitted to play during the Sunday practice round. Penalty: The coach could be subject to losing their MSHSAA approved coaching status.
- Q. HAZING:** Willful conduct directed at a student that is intended to physically or emotionally intimidate, punish, embarrass, humiliate, ridicule, or place any student in a disconcerting position for the purpose of initiation, affiliation, inclusion or membership in any team or organization.
- R. HARASSMENT:** Unwelcome conduct by a person that is sufficiently serious, persistent or pervasive, so that it affects another person's ability to participate in or benefit from the school program or activity by creating an intimidating, threatening or abusive environment.

It is the policy of the MSHSAA Board of Directors that hazing and harassment have no place in school-sponsored activity programs and pose a significant risk to the physical and mental welfare of students. Coaches, directors, sponsors and administrators must take an active role in the prevention of all forms of hazing and harassment. Students directly or indirectly involved in hazing incidents, on or off school grounds, could be considered ineligible by the school administration under the MSHSAA citizenship standard, By-Law 2.2.1.

- S. SPECIAL ACCOMMODATIONS:** The school of a competitor with a disability or special need may request specific accommodations or to use special equipment. The following items are required before accommodation requests can be reviewed and considered:
1. A written request from the school, describing the competitor's special needs and the specific accommodations being requested. The letter should include the rule references of applicable USGA or MSHSAA Rules that would be violated without the accommodation.
  2. A letter from the parent(s) or guardian confirming the need for an accommodation and approving the accommodation request.
  3. A letter from the student's doctor or applicable caregiver describing the medical circumstance or special need, and confirming the need for an accommodation.
  4. Photographs of 1) the special equipment, and 2) the student wearing the special equipment, if applicable.
- Subsequent requests (after a student is initially approved for an accommodation) will only require the school request (number 1 on the list above).

Written approval from the MSHSAA office is required prior to any competition. During the regular season, the letter of approval from MSHSAA must be presented to meet officials before any accommodations may be used. **Please allow ONE WEEK for requests to be reviewed prior to the first competition.** MSHSAA will consider requests if:

1. the sport is not fundamentally altered by the accommodation,
2. the accommodation does not create a risk to either the athlete or others, and
3. the accommodation does not place opponents at a disadvantage.

## SECTION 3: POSTSEASON CRITERIA [\(TOC\)](#)

### A. SCHOOLS/INDIVIDUALS

1. Postseason is for member senior high schools only
2. Schools must register for the post season by the annual deadline
3. A school must have competed in the minimum number of contests for the sport/activity concerned as outlined in Diagram 3.29.6
4. An individual must have represented their school in interscholastic competition in that sport during the current season.

## SECTION 4: POSTSEASON ENTRY PROCEDURES [\(TOC\)](#)

A. **GENERAL INFORMATION:** All district golf tournaments will be held as qualifying events for the for the state tournaments.

B. **ENTRIES:** Only those schools submitting the sports registration fee for golf are eligible to enter a district tournament.

1. **CO-ED TEAMS:** MSHSAA By-Law 3.20 permits member schools to sponsor co-ed teams in the sport of golf. However, under MSHSAA Board of Directors Policy, if a school only sponsors one team and permits both boys and girls to compete on that team, they shall be eligible to enter only the boys postseason. All players on a co-ed team shall play from the same tees.
2. **ENTRY PROVISIONS:** Schools shall submit the required entries on the MSHSAA Web Site under their School's District Entries.
  - a. **Entry forms** - District Entries shall be completed via the MSHSAA website by selecting district entries that is located on each school's home page. The entry process shall be completed by 4:00 pm on the established deadline. Failure on the part of the school and/or head coach to complete and submit the proper entries could result in the elimination of the school from the MSHSAA district and/or state championship series.
  - b. **Late entries** - A late entry penalty fee of **\$50.00** shall be assessed for late entries. No entries will be accepted after the tee times have been set. The district manager shall notify the MSHSAA regarding any late entries for the tournament.
3. **ALTERNATES/SUBSTITUTIONS:** Only students properly certified by the principal or superintendent on the online Eligibility Roster shall be eligible to compete in the district tournament. Any number of players may be certified eligible. **Each school is requested to list Alternates as part of their online District Entries but the school's Eligibility Roster is their master alternate list.** Alternates/Substitutions may be used up to the completion of the coaches meeting prior to the start of the district tournament. If an Alternate replaces a player originally listed in the team's top five of the district entries, the online district entries must be edited to remove the Alternate from the alternate list and add them to the top five player roster.
4. **NUMBER OF ENTRIES:** Each school may enter a maximum of five players in district team competition and count the four best scores for the team total. A school may enter less than four players for district individual medalist play only.
5. **ORDER OF ENTRY:** Coaches are instructed to list the golfers in order of their ability on the district entry page with the best golfer in the number one spot, second best next, etc. The nine-hole season average (for matches and tournaments only in relation to par—no practice scores shall be included) shall be listed on the entry blank beside the name of each golfer entered.

## SECTION 5: CHAMPIONSHIP SERIES [\(TOC\)](#)

(District Tournament thru the State Championships)

- A. POSTSEASON BROADCASTS:** MSHSAA holds exclusive ALL-PLATFORM DISTRIBUTION rights for AUDIO, DATA and VIDEO for all postseason contests or festivals (beginning with district level through state) in all activities. Any transmission or production of any portion of these events, without the consent of MSHSAA is prohibited. Events are defined as the competition or performance. This includes, but not limited to, using programs such as Facebook Live or YouTube.
- B. CLASSIFICATIONS (FRIDAY OF WEEK #8-GIRLS, #37-BOYS)**
- Schools will be divided into classes as determined by classification procedures outlined in Board Policy.
  - Tournament Format
- C. DISTRICT TOURNAMENTS:** There will be four (4) districts in each classification. Girls District tournaments are to be scheduled the **Thursday or Friday of week 14 or Monday of week 15**. Boys District tournaments are to be scheduled the **Thursday or Friday of week 44, or the Monday of week 45**. When it becomes necessary to postpone an event, the local manager must check with the MSHSAA Office. Rescheduling on Sunday should be avoided unless absolutely necessary and then only after gaining approval from the principal of all participating schools. **No team shall compete on the same golf course more than once during the MSHSAA Post Season Series. Example: A team cannot play their District tournament at the same golf course that will host the State tournament for that classification.**
- A medical Emergency Action Plan (EAP) for the venue being used for hosting a postseason contest must be uploaded and accounted for at [www.mshsaa.org](http://www.mshsaa.org). The medical EAP shall specifically require an onsite AED and use of MSHSAA's AED Guidelines as posted on the Sports Medicine page at [www.mshsaa.org](http://www.mshsaa.org).**
  - COURSE ACCESS:** All Schools must have reasonable access to the golf course from the date of determining the host site course up to the start of the district tournament. **It is the responsibility of each school to plan accordingly for securing a practice round at the district course prior to the start of your district tournament. NOTE: Practice round access the day before district starts is not mandatory due to the multiple dates window for hosting districts.**
  - GREENS FEES:** If greens fees are to be charged, the tournament manager shall notify all schools in advance of the tournament. Greens fees shall be paid before a school or golfer will be allowed to participate. It is recommended that a maximum greens fee rate for District tournaments be \$30.00 per player.
  - PAIRINGS:** District Managers have three options for making the pairing assignments.
    - Pair the #1 players from each team by their season average, then pair the #2 players, #3 players, etc. (players may be grouped in groups of 3 or 4).
    - Pair by teams: Pair the 3 or 4 best teams together, then the next 3 or 4 teams, etc. Pair the #1 players together, then #2, etc. This allows the coaches to have their players in consecutive groups.
    - Pair all golfers by their season average to par. No two players from the same team may be paired in the same group. Groups of 3 or 4 players per group may be used.
- STARTING FORMAT (TRADITIONAL & SHOTGUN):** While the traditional start of sending players off of hole #1 and hole #10 is recommended for the district tournament. The use of a Shotgun start is an option at district tournament under the discretion of the district manager due to several different variables that may need to be considered, which includes but not limited to: course availability, inclement weather, player skill/pace of play, etc.
- 5. GOLF COURSE PROPERLY MARKED:** It is recommended that the Girls district tournament be played at a distance of 5200-5500 yards in order to prepare the golfers for the approximate distance of the state tournament courses. The golf course shall be properly marked prior to the tournament. Penalty Areas, Out of Bounds, abnormal conditions, and obstructions shall be properly marked and included in the Notice to Players and local rules shall be clearly stated. **Notice to Players and Local Rules: District hosts are required to submit tentative Local Rules and Notice to Players to all participating schools a minimum of five days in advance of the contest. A finalized Local Rules and Notice to Players must be submitted to all coaches at the Coaches Meeting and to each participating player prior to the start of the tournament.**
- NOTE: Local course rules, even when those rules may differ from standard procedure, (penalty areas, etc.) will always be followed.**
- MARKERS:** Markers shall be used for all district tournaments, for all groups playing. Markers may be coaches, club pros, school faculty members or school approved volunteers. Parents of participating players may not be used as markers. A shortage of markers can be solved by playing in groups of five.
  - STROKE LIMIT:** An optional 10 stroke limit may be used at the district tournament. **Any player using the optional stroke limit cannot advance further in the postseason.**
  - DIGITAL TICKETS:** Hometown Ticketing is the official partner for digital ticketing.
    - Districts: Use of digital ticketing will be a **host school option**
    - State Series: Use of digital ticketing will be REQUIRED. No paper ticketing will be available.
    - Contact: [digitaltickets@mshsaa.org](mailto:digitaltickets@mshsaa.org)
  - ADMISSION CHARGES:** Required for all spectators ages six (6) and up

District Meets: **\$6.00** (plus processing fees)

State Championship Tour (per day): **\$10.00** (plus processing fees)

\*Spectator Cart Rentals will be a local course decision.

**10. QUALIFIERS: Teams and individuals will qualify from districts to state as follows:**

- a. **TEAMS:** The District Champion and Runner-up teams will automatically advance their top four player scores from district tournament play to the state tournament. If a team's fourth and fifth player score is a tie, both players will advance to the state tournament but will not count as part of the top 13 individuals. If a team's fifth player score is within top 13 individuals OR within +10 strokes of the top 13 individuals cut line, the fifth player will advance to the state tournament and WILL NOT count as part of the top 13 individuals.  
Note: A school that qualifies 4 or 5 individuals will be permitted to compete in team competition.

When there is a team tie, for first or second place, the tie shall be broken using the following criteria:

- i. The teams tied shall compare the score of the fifth golfer (the golfer whose score was not used in computing the team score); \*(Any team reduced to four players for any reason will lose the tiebreaker.)
- ii. If still tied and daylight, weather or course restrictions permit the teams shall play one additional hole, counting the score of all five golfers.
- iii. If daylight, weather and/or course restrictions do not permit further play or if the teams are still tied after playing one additional hole, the tie shall be broken by a scorecard playoff, starting with the #1 handicap hole, followed by the #2 handicap hole, etc. until there is no longer a tie using all five scores.

- b. **INDIVIDUALS:** After removing the player scores from qualifying teams (district champion, runner-up), the remaining TOP 13 individual player scores, including ties, will advance to the state tournament. When there is a tie for the last individual qualifying position, all individuals tied shall be individual qualifiers to the state tournament.

- 11. INCLEMENT WEATHER POLICY:** If the district tournament is postponed due to inclement weather, the tournament shall be played on the next available day, with fewer holes being played if necessary. A minimum of 9 holes must be completed on the scheduled date (or on any rescheduled day) in order to count as a tournament and all players must have played the same 9 holes; otherwise the tournament would have to be restarted the next available day. If bad weather is forecasted, all golfers should tee off from the first hole. **If all competitors have played the same 9 holes, the tournament is deemed to be completed as a 9-hole score and participants shall not come back on a different day to finish the tournament.**

**12. DISTRICT TOURNAMENT AWARDS:**

- a. **MEDALS:** District medalist deemed to be All District will be the Top 13 individuals, including ties, in the District Tournament. Individual Medals will be awarded at the District Sites.
- b. **PLAQUES:** District Champion and District Runner-Up plaques will be awarded to the schools placing first and second in the district tournament. When there is a team tie, for first or second place, the tie shall be broken using the following criteria: **See #10 Qualifiers - Team**

- 13. POSTSEASON BROADCASTS:** MSHSAA holds exclusive ALL-PLATFORM DISTRIBUTION rights for AUDIO, DATA and VIDEO for all postseason contests or festivals (beginning with district level through state) in all activities. Any transmission or production of any portion of these events (actual competition or performance), without the consent of MSHSAA is prohibited. This includes, but not limited to, using programs such as Facebook Live, YouTube or Periscope.

- 14. COACHING:** Each school may appoint up to two (2) MSHSAA approved coaches, one of the appointed coaches must be the Head Coach, who have met ALL coaching requirements. Each coach shall receive a coach's hangtag, at the pre-tournament meeting, to be visible at all times. Coaching of golfers during competition during the regular season shall be in accordance with USGA rule 10.2-b. During the state series (Districts & State), coaches will not be allowed to give advice once the player's ball is on the green AND player has reached the green area (10 yards). Golf Coaches may coach their athletes at District Tournaments provided all duties assigned for the tournament are filled by the site manager and all coaches are given the same opportunity to fulfill the assigned responsibilities as delegated by the site manager.

- 15. ADVICE BY PLAYERS DURING COMPETITION:** Per USGA Rule 10.2, in summary, players are not permitted to give advice to other players, including teammates, during competition.

- 16. LIVE SCORING PROGRAMS/DEVICES:** Live Scoring programs, which allows coaches, or approved personnel, to use an electronic device (cell phone, tablet, etc.) to make live scoring updates during a competition are permitted for both regular season and postseason contests. Live scoring results shall be unofficial.

- 17. USGA LOCAL RULE: ACCIDENTAL MOVEMENT OF BALL OR BALL-MARKER WHEN ON THE PUTTING GREEN** – If a player, partner or player equipment accidentally moves a ball or ball marker on the putting green, there is no penalty and the ball should be replaced. USGA Rule 9

**Examples:**

- i. When preparing to make a stroke, player accidentally causes ball to move. Ruling – No penalty, ball must be replaced.
- ii. A player accidentally drops their ball, which hits and moves ball-marker. Ruling - No penalty, ball-marker must be replaced.
- iii. A player accidentally drops their ball-marker, which hits and causes ball to move. Ruling No penalty, ball must be replaced.
- iv. A player accidentally kicks and moves their ball. Ruling – no penalty, ball must be replaced.

**NOTE: THIS USGA LOCAL RULE WILL BE USED AT ALL REGULAR SEASON AND POSTSEASON CONTESTS.**



#### D. STATE TOURNAMENT:

**Girls State Tournament:** will be held on **October 16-17, 2023** at the following sites;

Class 1: **Sedalia Country Club, Sedalia**

Class 2: **Twin Hills Golf Course, Joplin**

Class 3: **Crown Pointe Country Club, Farmington**

Class 4: **Silo Ridge Golf & Country Club, Bolivar**

**Boys State Tournament:** will be held on **May 13-14, 2024** at the following sites;

Class 1: **Twin Hills Golf & Country Club, Joplin**

Class 2: **Paradise Pointe, Smithville**

Class 3: **Rivercut Golf Course, Springfield**

Class 4: **Dalhousie Golf Club, Cape Girardeau**

Class 5: **Meadow Lake Acres Country Club, New Bloomfield**

- a. There will be a \$65.00-\$100.00 green fee charged at each course for each player entered. This fee will help defray the rental cost of the course and will cover the cost of the practice round plus both rounds of the state tournament. The exact fee will also be listed in the Championship Information that is issued to all qualifying schools.
  - b. Teams will be responsible for their own hotel accommodations, meals and cost of transportation.
1. **ENTRIES:** All state entries for players who qualify from the district tournaments shall be verified on the MSHSAA Website. Team and Individual state qualifiers will be posted and verified by the district manager on the MSHSAA website through the process of posting district results. The MSHSAA will access state qualifier school names, player names and district scores using the MSHSAA website. Coaches with Individual Qualifiers must use the "STATE" qualifiers link on their school's homepage on the MSHSAA website to verify the name, year in school, and district score of each golfer on their team qualifying to STATE. Coaches of Qualifying Teams must use the "STATE" qualifiers link on their school's homepage on the MSHSAA website to verify their four, or potentially five players, and list of Alternates for the State Golf Tournament.
  2. **ALTERNATES:** The 8 team qualifiers to State (those that finished 1<sup>st</sup>/2<sup>nd</sup> in their respective district tournaments) are the only schools allowed to use an Alternate/Substitution to their team roster in the case of an emergency, injury, illness, ineligibility or extenuating circumstance affecting one of their four, or potentially five players, that qualified to the state tournament. Each of the 8 team qualifiers may use a direct substitution for a member of a qualifying team up until the close of the coaches meeting prior to the start of the state tournament. The substitute/alternate must be listed on the school's eligibility roster on the MSHSAA website. The Rules Committee will determine if the substitution is allowed. **No alternates/substitutions are allowed for individual qualifiers; this includes those schools that qualify 4 or more individual qualifiers to the state tournament.**
  3. **Coaches Meeting:** A coaches meeting will be held at **4:00 pm** on Sunday (day prior to the beginning of the tournament) at the course club-house, Girls - Week 16; Boys – Week 46.
  4. **Number of Holes:** Competitors will play a total of 36 holes in the state tournament with 18 to be played each day.
  5. **Team Scoring:** The four best scores recorded by a team each day will be counted in determining final team scores.
  6. **Practice Round:** Each team or individual entered in the state tournament shall be allowed on the state course, for physical practice (including putting on the practice green or hitting on the driving range), **ONE TIME between the district and state tournament.** **Note: In the event that a state championship course is a school's home course, the practice facilities (putting green, driving range, chipping green, etc.) may be used by golfers from that** school multiple times. Only one practice round on the course is permitted as previously noted.
    - a. **During the state tournament practice round, only state qualifying golfers are permitted to play during the Sunday practice round.**
    - b. **EXCEPTION:** Individuals entered in the state tournament shall be allowed to use the putting green and/or driving range at the state course on the Sunday of the coaches meeting in addition to their one practice round in the event the practice round was taken on a previous day.
    - c. Teams or individuals wishing to play a practice round shall call the course following district, preceding the state tournament, to arrange a tee time.
    - d. Any class time missed by teams or individuals for a practice round shall be acceptable, only if permitted by that school's principal.
    - e. Individuals or teams violating the one-time practice shall be subject to disciplinary action up to and including disqualification from the state tournament.
    - f. Groups of five are permitted during the practice round. (IF PERMITTED BY COURSE)
    - g. **Parents are not permitted to play the official practice round with the golfer. However, parents may accompany the golfer (must stay on cart path) around the course.**

7. **COACHES RESPONSIBILITIES:**

- a. MSHSAA Approved Head Coaches and Assistant coaches who have met ALL coaching requirements and who have athletes participating in the State Tournament shall receive a coaches pass. **Per USGA rules each school may appoint up to two MSHSAA approved coaches to coach (give advice) at the state tournament. One of the appointed coaches must be the Head Golf Coach. The appointed coaches must be the same for both days of the tournament and must meet all MSHSAA requirements to be an approved golf coach.**
- b. Golf Coaches are not allowed to give advice once the player's ball is on the green AND the player has reached the green area (10 yards).
- c. Markers shall be used at the District Tournaments but not at the State Tournaments.

8. **START TIMES:** Tournament play on Monday and Tuesday will start **at 8:30 am for the Girls' Tournaments and at 8:00 am for the Boy's Tournaments**. Players who report late for their tee time shall be disqualified.

9. **PAIRINGS:** The following pairing criteria will be used based on the number of qualified players at each site:

**90 Players or Less:** When the playing field consists of 90 or less players (Threesomes) (Note: a foursome(s) may be necessary to prevent having a twosome).

For the first day of the state tournament, competitors on qualifying teams will be paired in groups of three based on each individual's district score in relation to par while individual qualifiers will be paired in groups of three based on individual district scores in relation to par. All competitors will be paired the second day of the state tournament, by the state tournament manager, based on individual scores from the first day.

- a. **First day of state tournament** -The pairings for teams on Day 1 will be based on each individual's district score in relation to par, not team score or team district placement. Team qualifiers will tee-off of the front nine, first tee, on Day 1. Next, the top Individual qualifiers, not on a qualifying team, will be paired based on each individual's district score in relation to par. Individual qualifiers will tee-off of the back nine, tenth tee, on Day 1. If there is a tie with the individual qualifiers it will be broken by conducting a blind draw. The highest individuals will follow the teams off number 1 tee.
- b. **Second day of state tournament** - Pairings shall be done based on the first day of play and will be paired in reverse order with the lowest scoring golfers paired last. Example: (1<sup>st</sup> tee: Wave 1 Players 45-67, Wave 2 Players 22-1) (10<sup>th</sup> tee: Wave 1 Players 68-90, Wave 2 Players 23-44)

**More than 90 Players:** When the playing field is greater than 90 players (Foursomes) (Note: a threesome(s) may be necessary to prevent having a twosome).

For the first day of the state tournament, competitors on qualifying teams will be paired in groups of four, based on district team scores in relation to par and player scores from district, while individual qualifiers will be paired in groups of four, based on individual district scores in relation to par. All competitors will be paired the second day of the state tournament, by the state tournament manager, based on individual scores from the first day.

- a. **First day of state tournament** - The four first place teams in the district tournaments will make up the first five groups of four teeing off the first tee. The second-place district teams will make up the next five groups of four teeing off the first tee. The number one golfer from these four teams (based on player scores from district) would be included in the first group of four. The number two golfers in the second group of four, the number three golfers in the third group of four and the number four golfers in the fourth group of four. Next, the top individual qualifiers would be paired based on their district scores in relation to par and would tee off the tenth tee. If there is a tie with the individual qualifiers it will be broken by conducting a blind draw. If there are more than 20 groups, then the highest scoring individuals from districts will follow the teams off number 1 tee.
- b. **Second day of state tournament** - Pairings shall be done based on the first day of play. Pairings of individual team members and pairings of individuals will be based on the first day of play and will be paired in reverse order with the lowest scoring golfers paired last. Example: (1<sup>st</sup> tee: Wave 1 Players 76-53, Wave 2 Players 24-1) (10<sup>th</sup> tee Wave 1 Players 96-77, Wave 2 Players 52-25)

10. **INCLEMENT WEATHER:** If the first day of the state tournament is suspended with the last group having four holes or less to play, the first round will be continued at the beginning of the second day prior to playing the second round. If the first day of the state tournament is cancelled or if all players fail to complete at least 14 holes of play because of inclement weather, the tournament will be contested the second day as a one day 18-hole tournament. If 18 holes are played the first day and the tournament is canceled or not completed the second day, scores from the first day will determine the winners, both team and individual. For a tournament to count, a minimum of nine holes must be completed and all players must have played the same nine holes.

In the event of changes to tournament play due to inclement weather or other circumstances, coaches will be notified via text or email using the REMIND mass messaging system in addition to posts/updates on the MSHSAA website. Coaches will be asked to join the REMIND messaging system when in attendance at the State Coaches Meeting.

11. **GALLERIES and ADMISSION:** Galleries shall be permitted to follow the golfers around the course. The galleries shall be confined to the cart paths, if available, or to the rough if cart paths are not available. Spectators shall stay even with the last player in each group. There shall be no coaching and/or no talking to the players individually. Spectators may, however, clap or cheer following a good shot. **Admission shall be \$10.00 (plus processing fees) each day of the state**

**tournament.** For spectators: there is an assumed risk when on the golf course and failure to abide by the above rules shall result in a warning on the first offense and removal from the course on the second offense. Lack of cooperation by spectators could result in the athlete being disqualified.

**USE OF CART - GUIDELINES (See Appendix E)**

- a. Spectators will not be allowed to use golf carts unless they have a verifiable handicap or disability.
- b. Spectators requesting a cart due to a handicap or disability shall be required to submit a letter from the school administration **verifying their handicap or disability** to the Tournament Manager prior to receiving clearance for the use of a cart.
- c. The operator of the cart must be at least 21 years of age.
- d. The cost of the cart must be borne by the individual requesting the use of the cart.
- e. Spectators may only use their cell phone in a texting capacity on the golf course.

**12. AWARDS:**

- a. Medals will be presented, at the state tournament, to the top 15 players. Head coaches and players of the first, second, third, and fourth place teams, if applicable, will be awarded a medal. Medals will be awarded at the conclusion of the state tournament.  
**Note:** Teams placing in the top four at state, may order additional team place finish medals for the other school team members from the MSHSAA Office. These medals are to be purchased by the school, if desired.
- b. Trophies will be awarded to the schools placing first, second, third, and fourth in the state tournament, if applicable. If a tie occurs for a team place(s), the tie shall be broken using the following criteria: 1) the teams tied shall count the score of the fifth golfer, if applicable, (the golfer whose score was not used in computing the team score) from the second day of competition; 2) if still tied the teams tied shall count the score of the fifth golfer, if applicable, from the first day of competition; 3) if still tied the teams shall remain tied. If a tie occurs for a team place(s), a representative from each team involved will flip a coin and the winner will receive the available trophy. If additional trophies (because of ties) are needed, they will be ordered after the tournament and sent directly to the appropriate school(s).
- c. The Golf Advisory Committee has recommended the above awards policy. The philosophy of the committee in regards to breaking team ties is that a complete team of 5 golfers should be favored in the tie breaking procedure. Teams that have four golfers have a chance to win or place as a team but if a tie occurs the benefit or advantage should be given to the team with five golfers.

13. **COACHING:** Coaching of golfers during competition during the regular season shall be in accordance with USGA rule 10.2b. During the state series (Districts & State): The coach will not be allowed to give advice once the player's ball is on the green AND player has reached the green area (10 yards). Golf Coaches may coach their athletes at State provided all duties assigned for the tournament is filled by the site manager and all coaches are given the same opportunity to fulfill the assigned responsibilities as delegated by the site manager.

14. **ADVICE BY PLAYERS DURING COMPETITION:** Per USGA Rule 10.2, in summary, players are not permitted to give advice to other players, including teammates, during competition.

15. **LIVE SCORING PROGRAMS/DEVICES:** Live Scoring programs, which allows coaches, or approved personnel, to use an electronic device (cell phone, tablet, etc.) to make live scoring updates during a competition are permitted for both regular season and postseason contests. Live scoring results shall be unofficial.

16. **USGA LOCAL RULE: ACCIDENTAL MOVEMENT OF BALL OR BALL-MARKER WHEN ON THE PUTTING GREEN** – If a player, partner or player equipment accidentally moves a ball or ball marker on the putting green, there is no penalty and the ball should be replaced. USGA Rule 9

**Examples:**

- i. When preparing to make a stroke, player accidentally causes ball to move. Ruling – No penalty, ball must be replaced.
- ii. A player accidentally drops their ball, which hits and moves ball-marker. Ruling - No penalty, ball-marker must be replaced.
- iii. A player accidentally drops their ball-marker, which hits and causes ball to move. Ruling No penalty, ball must be replaced.
- iv. A player accidentally kicks and moves their ball. Ruling – no penalty, ball must be replaced.

**NOTE: THIS USGA LOCAL RULE WILL BE USED AT ALL REGULAR SEASON AND POSTSEASON CONTESTS.**

## STATE CHAMPIONSHIP GOLF COURSE ROTATION 2020-2025

2020-21	<u>Girls-C1</u> Paradise Pointe	<u>Girls-C2</u> Meadow Lake	<u>Girls-C3</u> Twin Hills	<u>Girls-C4</u> Dalhousie	
	<u>Boys-C1</u> Freemont Hills	<u>Boys-C2</u> Silo Ridge	<u>Boys-C3</u> Crown Pointe	<u>Boys-C4</u> Twin Hills	<u>Boys-C5</u> Sedalia CC
2021-22	<u>Girls-C1</u> Silo Ridge	<u>Girls-C2</u> Columbia CC	<u>Girls-C3</u> Meadow Lake	<u>Girls-C4</u> Rivercut	
	<u>Boys-C1</u> Rivercut	<u>Boys-C2</u> Columbia CC	<u>Boys-C3</u> Sedalia CC	<u>Boys-C4</u> Meadow Lake	<u>Boys-C5</u> Dalhousie
2022-23	<u>Girls-C1</u> Country Club of Mo	<u>Girls-C2</u> Silo Ridge	<u>Girls-C3</u> Columbia CC	<u>Girls-C4</u> Twin Hills	
	<u>Boys-C1</u> Country Club of Mo	<u>Boys-C2</u> Rivercut	<u>Boys-C3</u> Meadow Lake	<u>Boys-C4</u> Sedalia CC	<u>Boys-C5</u> Silo Ridge
<b>2023-24</b>	<b><u>Girls-C1</u></b> <b>Sedalia CC</b>	<b><u>Girls-C2</u></b> <b>Twin Hills</b>	<b><u>Girls-C3</u></b> <b>Crown Pointe</b>	<b><u>Girls-C4</u></b> <b>Silo Ridge</b>	
	<b><u>Boys-C1</u></b> <b>Twin Hills</b>	<b><u>Boys-C2</u></b> <b>Paradise Pointe</b>	<b><u>Boys-C3</u></b> <b>Rivercut</b>	<b><u>Boys-C4</u></b> <b>Dalhousie</b>	<b><u>Boys-C5</u></b> <b>Meadow Lake</b>
2024-25	<u>Girls-C1</u> Crown Pointe	<u>Girls-C2</u> Freemont Hills	<u>Girls-C3</u> Rivercut	<u>Girls-C4</u> Dalhousie	
	<u>Boys-C1</u> Meadow Lake	<u>Boys-C2</u> Sedalia CC	<u>Boys-C3</u> Twin Hills	<u>Boys-C4</u> Silo Ridge	<u>Boys-C5</u> Rivercut

## **APPENDIX A: [\(TOC\)](#)**

### **PROGRAM INFORMATION AND STATISTICS**

The MSHSAA staff strives to publish the most accurate materials for all Championship events. Since a majority of the information contained in Championship publications is submitted by qualifying schools, it is imperative that the MSHSAA office receive correctly-spelled names, accurate classifications (year in school), season results, statistics of participants and coaching information. The MSHSAA Board of Directors has approved a fine process for all late, incomplete or illegible submissions for MSHSAA Championship publications. Schools that do not submit their information to MSHSAA in a timely, legible, complete and accurate manner will be fined \$25 per offense (Board Policy). Electronic reports must be submitted by the appropriate deadline in the format and style included with the report instructions. It is the responsibility of the school to verify that MSHSAA has received its program information, team photo and any other required information by the appropriate deadline.

## **APPENDIX B: [\(TOC\)](#)**

### **COPYRIGHT COMPLIANCE**

#### **MSHSAA Position Statement Regarding U.S. Copyright Compliance**

Educators, coaches, and administrators who wish to use copyrighted material need to understand the privileges and rights of the copyright owner and must abide by defined limitations as expressed in U.S. Copyright Law. It is the responsibility of the school administration to ensure their school community is in compliance with U.S. Copyright Laws at all times when playing music at your events, reproducing consumable materials, and all other events taking place at school facilities where copyright laws are to be followed. When hosting a MSHSAA postseason event, the host site is responsible for confirming any music being played over a public sound system, used in video clips, etc., has the gained written permission and/or secured the necessary license(s) to play the music, video clips, etc. from the appropriate Performing Rights Organization (i.e. ASCAP, BMI, SESAC, other).

The NFHS (National Federation of State High Schools) has established an agreement with ASCAP to allow schools and non-school sites hosting a MSHSAA postseason event, to perform/play music in which they own the rights (at least 50%) of the work at no charge. It is your responsibility to ensure the music performed onsite is owned by ASCAP. To determine if the music is owned by ASCAP to go [www.ASCAP.com](http://www.ASCAP.com) and select the link 'Repertory' to search their catalog. If the work is not owned by ASCAP (at least 50%), you will need to work directly with the organization that does own the rights (BMI, SESAC, etc.) to secure the necessary license or not use that work. This agreement only extends to the playing of music recordings downloaded to personal electronic devices, CD's, etc. but does not extend to mash-up recordings or music altered from its original recording without the site obtaining a license to do so.



## APPENDIX C [\(TOC\)](#)

### SITE SELECTION PROCESS

#### A. General Process: District Site Selection Process

1. Following the assignment of all registered schools to classifications and districts, the MSHSAA staff shall select one Athletic Administrator or Principal (per district) to serve as the Site Selection Chairperson for the purpose of coordinating the process.
2. The chairperson shall be contacted and confirmed via email by the MSHSAA staff.
3. Each chairperson shall review the list of schools assigned to their district located on the activity page on [www.mshsaa.org](http://www.mshsaa.org) under the "Class and District Assignments" link
4. Each chairperson will contact all athletic administrators of schools and arrange a meeting (email, conference call, Zoom, etc. is acceptable) to select the host site(s). MSHSAA shall incur no expense in conjunction with this meeting.
5. The request shall be to select the host site(s) for only the current classification cycle.
6. Schools wishing to host, shall complete and submit the District Host Submission Form (Appendix F) to provide evidence that facilities and staffing meet the necessary and/or recommended requirements to safely, securely and adequately provide for the conduct of the district tournament.
7. The chairperson shall distribute all submitted forms to district members for review prior to the selection meeting.
8. The chairperson shall notify the MSHSAA office, via email, by the established deadline and indicate the selected host site(s) and manager's information and the District Host Submission Form.
9. The MSHSAA staff shall review the submitted host sites for any necessary adjustments and final approval. The MSHSAA staff and/or Board of Directors shall select the host site when a district committee is unable to reach agreement or the Board determines a suggested site is unacceptable due to site constraints. A neutral site may only be used, provided there is prior approval from MSHSAA, due to confirmation of inadequate facilities at the assigned district schools or unusual circumstances. The neutral site shall be at no additional expense to MSHSAA.
10. **Prior to final approval, a medical Emergency Action Plan (EAP) for all state series sites and venues must be confirmed/uploaded to the MSHSAA website prior to hosting. The medical EAP shall specifically require an onsite AED and use of MSHSAA's AED Guidelines as posted on the Sports Medicine page at [www.mshsaa.org](http://www.mshsaa.org).**
11. Following final approval, host sites shall be added to the district assignments link and the district managers' packets shall be forwarded to each district manager within an appropriate time frame to allow for proper administering of the event.

#### B. Specific Criteria for District Sites

1. Facilities must be located within the borders of the State of Missouri.
2. The site facility(s) must be in compliance with the Title III of the Americans with Disabilities Act as a place of public accommodation
3. **A medical Emergency Action Plan (EAP) for the venue being used for hosting a postseason contest must be uploaded and accounted for at [www.mshsaa.org](http://www.mshsaa.org). The medical EAP shall specifically require an onsite AED and use of MSHSAA's AED Guidelines as posted on the Sports Medicine page at [www.mshsaa.org](http://www.mshsaa.org).**
4. Secure location for contest officials to be sequestered from teams and spectators.
5. Ability to take admission for all contests.
6. Seating capacity shall be adequate to accommodate anticipated attendance.
7. Adequate off-street parking available for the seating capacity of the facility – required.
8. Adequate concessions available for spectators – required.

#### C. Specific Criteria for Golf Sites

B. SPECIFIC CRITERIA: The following specific criteria shall be used by the schools and by the site selection chairperson:

1. 18 holes - preferred - could use a 9-hole course if necessary.
2. Grass greens - required.
3. The expectation is that the ball shall be played "down" for the tournament. The course should be of the quality that, if weather conditions permit, the ball shall be played "down".
4. **Course Access: All schools must have reasonable access to the golf course from the date of determining the host site course up to the start of the district tournament for a practice round(s). It is the responsibility of each school to plan accordingly for securing a practice round at the district course prior to the start of the district tournament. Note: It is no longer mandatory for a host course to guarantee course access the day before the district tournament.**
5. The site facilities must be in compliance with Title III of the Americans with Disabilities Act as a place of public accommodation.
6. Galleries shall be permitted to follow players around the course.
7. The course shall be located in Missouri. No district shall be held on an out-of-state course.
8. No team shall compete on the same golf course more than once during the MSHSAA Post Season Series.

9. Any school wishing to host the district tournament should contact the site selection manager and should provide the name and location of the course that will be the host site if selected.
10. The golf advisory committee went on record supporting the concept that all teams wishing to host a district tournament have an opportunity to be considered for hosting even if the majority of the teams are located in a different part of the district.
11. It is recommended that the Girls district tournament be played at a distance of 5200-5500 yards in order to prepare the golfers for the approximate distance of the state tournament courses.

## **APPENDIX D: [\(TOC\)](#)**

### **Golf Advisory Recommendations for Hosting a MSHSAA District Golf Tournament**

1. 18 holes - preferred - could use a 9-hole course if necessary.
2. Grass greens - required.
3. The expectation is that the ball shall be played "down" for the tournament. The course should be of the quality that, if weather conditions permit, the ball shall be played "down".
4. **Course Access:** All schools must have reasonable access to the golf course from the date of determining the host site course up to the start of the district tournament for a practice round(s). It is the responsibility of each school to plan accordingly for securing a practice round at the district course prior to the start of the district tournament. Note: It is no longer mandatory for a host course to guarantee course access the day before the district tournament.
5. The site facilities must be in compliance with Title III of the Americans with Disabilities Act as a place of public accommodation.
6. Galleries shall be permitted to follow players around the course.
7. The golf course should be properly marked and inspected by the tournament manager.
8. Any school wishing to host the district/sectional tournament should contact the site selection manager and should provide the name and location of the course that will be the host site if selected.
9. The golf advisory committee went on record supporting the concept that all teams wishing to host a district tournament have an opportunity to be considered for hosting even if the majority of the teams are located in a different part of the district.
10. The District Tournament for the **(GIRLS)** shall be scheduled on the Thursday or Friday of week 14 or Monday of week 15. The District Tournament for the **(BOYS)** shall be scheduled on the Thursday or Friday of week 45 or the Monday of week 45. In the event of rain, the tournament should be rescheduled on the first possible date.
11. It is recommended that a maximum greens fee for District and Sectionals tournament be \$30.00 per player.
12. **2023 Girls Districts, by Classification, may not be held at the following sites:** Class 1: Sedalia Country Club -Sedalia; Class 2: Twin Hills – Joplin; Class 3: Crown Pointe – Farmington; Class 4: Silo Ridge, Bolivar. These are the locations of the State Championships; therefore, these courses are not permitted to be used for district tournaments.  
**2024 Boys Districts, by Classification, may not be held at the following sites:** Class 1: Twin Hills – Joplin; Class 2: Paradise Pointe – Smithville, Class 3: Rivercut – Springfield; Class 4: Dalhousie - Cape Girardeau; Class 5: Meadow Lake - New Bloomfield. These are the locations of the State Championships; therefore, these courses are not permitted to be used for district sectional tournaments.
13. It is recommended that the Girls district/sectional tournament be played at a distance of 5200-5500 yards in order to prepare the golfers for the approximate distance of the state tournament courses.
14. The Manager's Fee is the only allowable expense for District Golf Tournaments

## APPENDIX E: [\(TOC\)](#)

### MSHSAA STATE GOLF CHAMPIONSHIPS COACH/FAN/SPECTATOR GUIDELINES – USE OF GOLF CARTS

The use of golf carts by coaches/fans/spectators as part of the “gallery” at the MSHSAA State Golf Championships is restricted. The only exception to this restriction is the cases of coaches/fans/spectators with a medical condition, handicap or disability. In these cases, the following protocol must be followed in order to receive approval to use a golf cart as member of the “gallery” at the MSHSAA State Golf Championships.

1. **Fan/Spectator GOLF CARTS:** must communicate to the school administrator the need for a written request from the school administrator on school letterhead indicating the necessity for permitting the use of a golf cart for the fan/spectator. The written request from the school administrator must provide (first/last) name of fan/spectator, reason for request (medical condition, handicap, disabled) and the state championship site they will be attending. The school administrator will provide the letter of request to the fan/spectator who will be required to bring the letter of request to the club pro at the state championship site being attended. Do not send to the MSHSAA Office.

**Note: Any rental fee for a golf cart is at the expense of the fan/spectator. Each course/site do not have the same amount of available golf carts for fan/spectator use; therefore, carts will be issued based on availability. The amount of the cart rental fee is under the jurisdiction of the host site course, not the MSHSAA.**

2. **School Coach GOLF CARTS:** must communicate to the school administrator the need for a written request to be submitted to MSHSAA on school letterhead indicating the necessity for permitting the use of a golf cart by the coach during competition days at the state championships. The written request from the school administrator must provide (first/last) name of the coach, reason for request (medical condition, handicap, disabled), description of the change in the medical condition/disability from the regular season to the postseason and the state championship site they will be attending. The school administrator will submit the letter of request directly to the MSHSAA Office (Doug Fessler). An approval letter from MSHSAA will be considered and submitted back to the school administrator. The school coach will be required to bring the approval letter to the state championship manager at the site of the state championship being attended. The state tournament manager will then communicate with the club/club administrator the approval for the use of a golf cart for the named fan/spectator.

**Note: Any rental fee for a golf cart is at the expense of the fan/spectator. Each course/site does not have the same amount of available golf carts for fan/spectator use; therefore, carts will be issued based on availability. The amount of the cart rental fee is under the jurisdiction of the host course, not MSHSAA. Carts must stay on or near the cart path during tournament play.**

## **APPENDIX F: [\(TOC\)](#)**

### **PACE OF PLAY GUIDELINES – STROKE PLAY**

**Rule 5.6a-5.6b. Unreasonable Delay; Prompt Pace of Play:** You must not unreasonably delay play, either when playing a hole or between two holes. If you unreasonably delay play between two holes, the penalty applies to the next hole.

#### **Summary**

When a group is out of position at any check-point the players in the group are liable to penalty under these guidelines. Players in a group that have been determined to be out of position will be liable to penalty according to the following schedules of penalties pending final determination of whether a breach or breaches of these guidelines have occurred:

Check-points will be on completion (flagstick in the hole) of the 9<sup>th</sup> and 18<sup>th</sup> holes  
First potential breach upon completion of the first 9 holes – liable to one stroke penalty  
First potential breach upon completion of 18 holes – liable to one stroke penalty  
Second potential breach upon completion of 18 holes – liable to two stroke penalty  
(total of three strokes)

#### **Allotted time**

Each group is allotted a defined time to complete 18 holes at a pace in accordance with the pace of play time chart established for the event. When a group falls behind, regardless of the reason, it must regain its position. Time for ball searches, rulings and walking time between holes is included in the allotted time.

#### **Definition of “Out of Position”**

**FIRST GROUP:** The first group is out of position if it takes more than the allotted time to finish a check-point hole.

**FOLLOWING GROUPS:** A following group is out of position if it

- a. takes more than the allotted time to finish a check-point hole and
- b. completes play of a check-point hole more than 14 minutes after the preceding group completed play of that hole.

#### **Group Out of Position**

When a group is out of position at a check-point, it will be notified by a Check-Point Official that the group is potentially in breach of the pace of play guidelines. When a group has been notified they are out of position, they must re-establish position prior to the next check-point or the group is liable for the prescribed penalty(s). Clocks are placed at various points on the golf course and pace of play times are listed on each players' score cards so each participant and group can monitor and know if they are out of position.

**Resumption of Play:** A group out of position when play is discontinued is out of position when play is resumed.

## **Final Determination Regarding Breach/Review Process**

Before returning a score card, a player who was out of position during their round may consult with the Pace of Play Committee to determine if he has incurred a penalty under these guidelines. The Pace of Play Committee will determine that a player who has been found to be out of position is not in breach of these guidelines only if:

- a. the player was delayed by the Committee; or
- b. the player was delayed by a circumstance beyond control of the player or the group; or
- c. the player was delayed by another player in the group.

A player who was out of position during their round and who elects to consult with the Pace of Play Committee to determine whether he was in breach of these guidelines is considered to have been in breach of these guidelines and to have incurred a penalty or penalties according to the above schedule of penalties.

**If a group is liable to penalty, all penalties will be applied to the check-point hole where the breach occurred.**

## **Appeals**

Before returning his/her scorecard, a player may appeal "group breach" pace of play penalties to the Committee. An appeal will be considered only if:

- a. the player was delayed by the Committee; or
- b. the player was delayed by a circumstance beyond control of the player or the group; or
- c. the player was delayed by another player in the group.

**Note: The Committee reserves the right, at any time, to monitor or time a group when the Committee deems it necessary. An example of this would be a player who delays play between shots or holes.**

## **When making a Pace of Play Time Sheet for Players the following times are suggested:**

Par 3: 13 minutes      Par 4: 14 minutes      Par 5: 15 minutes      It is also suggested to build in a few minutes at the completion of hole #9 for a quick stop at the turn (5-10 minutes)  
A course layout of 4 Par-3's, 10 Par-4's, and 4 Par-5's and 8 minutes at the turn = 4 hrs. 20 minutes





## MISSOURI STATE HIGH SCHOOL ACTIVITIES ASSOCIATION

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