Test-out Option for Current or Former LPGA Class A Tour Player Members

The PGA Board of Directors, at the February 2006 meeting, passed the reciprocity concessions for current or former LPGA Class A Members. Current or former LPGA Class A Tour Player members will be given the opportunity to utilize the reciprocity process of testing out of the Pre-Qualifying Level and Level 1, 2 and 3 curriculums.

This procedure is not available for reciprocation of LPGA Class B or LPGA Apprentice Member requirements. Such individuals will be required to complete the PGM Associate Program in its entirety, including the PAT. For any questions or to discuss this process further, please contact the Membership Services Department at (800) 474-2776.

- **STEP 1** - Be a current or former exempt member of the LPGA or Symetra Tour.
- **STEP 2** - Contact the PGA of America to obtain a tour player application for direct election into Class A-3 Tour Player membership.
- **STEP 3** - Play 12 or more events per calendar year and retain LPGA membership to maintain Class A3 membership in the PGA of America.
- **STEP 4** - Accumulate 30 work experience credits. Credits are earned from playing in LPGA or Symetra Tour events at ½ credit per event provided 2 or more rounds are played. Maximum credits on the LPGA Tour are 12 credits per calendar year. The Symetra Tour maximum credits per calendar year are 6; to a lifetime maximum of 18. Tour credits can be carried forward to the required 30 credits for club professional membership provided the individual has not regained amateur status. Regaining amateur status or participating in amateur golf events shall negate all prior work experience credits.
- **STEP 5** - If and when you are no longer eligible to play for the LPGA, you can transfer to the PGA of America’s club professional division to begin the “test-out” process which consists of a Pre-Qualifying Level course (this test must be passed within six (6) months of purchase) followed by knowledge tests for all 3 levels of the PGM Associate Program. All 3 levels of testing must be successfully passed within 2 years of the date of purchasing the Level 1 materials. You will have no affiliation with the PGA or any of its Sections until all requirements have been completed and you have been elected to Class A membership.
- **STEP 6** – Complete the History Worksheet.
- **STEP 7** - Obtain eligible employment. An individual must be primarily employed in an area required by an active classification. The eligible classifications and their definitions can be viewed on PGA’s website: [www.PGA.org](http://www.PGA.org), Path to Membership, then the PGM Associate Program, then scrolling to Eligible Employment.
- **STEP 8** – Complete a Background Check. To complete the Background Check, log onto [https://www.emplscreen.com/pga.asp](https://www.emplscreen.com/pga.asp) and follow the instructions. *(If you have been convicted of a felony, misdemeanor or equivalent, you should submit documentation to the PGA Membership Department to determine your eligibility for PGA Membership prior to proceeding. Per the PGA Code of Ethics, certain transgressions are cause for permanent preclusion to PGA Membership.)*

This procedure is not available for reciprocation of LPGA Class B or LPGA Apprentice Member requirements. Such individuals will be required to complete the PGM Associate program in its entirety, including the PAT. For any questions or to discuss this process further, please contact the Membership Services Department at (800) 474-2776.

Dropbox: member\reciproc\xls&docrecipforms\3.0 Canvas_lpgatourplayer Fact Sheet.doc  Rev 11/2019
PGA Member History Sheet

Please check one:
☐ Australian PGA  ☐ British PGA  ☐ Canadian PGA  ☐ German PGA  ☐ New Zealand PGA  ☐ South African PGA
☐ Current/Former A3 PGA Tour Player  ☐ LPGA Teaching Division  ☐ Current/Former LPGA Tour Player

Name: __________________________________________________________________________________________________

Home Address: ___________________________________________________________________________________________
________________________________________________________________________________________________________

Home Phone #: (__________) ___________________ Date of Birth: ___________/___________/___________
Mobile Phone #: (__________) ___________________ Email Address: _______________________________________________

Are you a High School Graduate: ☐ Yes ☐ No  Year Graduated: ____/____/_______
Are you a College Graduate: ☐ Yes ☐ No  Year Graduated: ____/____/_______

Name and Address of School for highest level of education: Please submit copy of diploma or Official Transcript
________________________________________________________________________________________________________
________________________________________________________________________________________________________

International / LPGA Member #: ______________________ When did you become a “full” Member? _____/_____/_______
Are you currently a Member? ☐ Yes ☐ No  If not, why did you leave the PGA? _______________________________________
_______________________________________________________________________________________________________

Are you currently employed? ☐ Yes ☐ No  If yes, at what facility? Please provide name, address and phone:
Facility Name: __________________________________________________________________________________________
Address: _______________________________________________________________________________________________
_______________________________________________________________________________________________________
Facility Phone #: (__________) __________________________ Fax #: (__________) ___________________________

You will receive written notification regarding the additional requirements necessary to fulfill in order to become a Member of the PGA of America. Should you have any questions regarding this matter, please contact Membership Services at (561) 624-8570 or (800) 474-2776.

Submit this application to:
Membership Services – Reciprocity
The PGA of America
100 Avenue of the Champions – P O Box 109601
Palm Beach Gardens, FL 33410-9601
Fax (561) 624-8439

Rev 11/2019
Reciprocity Test-Out Option Instructions

Current or former Class A members of Australian, British, Canadian, German, New Zealand and South African PGA's, or
Current or former Class A-3 members of The PGA of America who have accumulated 30 work experience credits, or
Current/former LPGA Class A Tour Players or current/former LPGA Class A Teaching Professionals who have been approved for the test-out option of the PGM Associate Program

To become a PGA of America club professional member, individuals who meet the above criteria can select from two (2) options:

a) Complete The PGA Professional Golf Management Program in its entirety; or

b) Select the "test-out" option by passing the Pre-Qualifying and Levels 1, 2 and 3 tests at test centers. Purchasing access to Pre-Qualifying Level and Level 1, 2 and 3 course/study materials is required.

<table>
<thead>
<tr>
<th>REQUIREMENT</th>
<th>*COST FOR TESTS PER LEVEL</th>
</tr>
</thead>
<tbody>
<tr>
<td>Qualifying Test</td>
<td></td>
</tr>
<tr>
<td>Introduction to the PGA PGM</td>
<td>$32.00</td>
</tr>
<tr>
<td>The PGA Constitution</td>
<td></td>
</tr>
<tr>
<td>Career Enhancement - Resumes, Cover Letters and Interview Preparation</td>
<td></td>
</tr>
<tr>
<td>Introduction to the Rules of Golf</td>
<td></td>
</tr>
<tr>
<td>Level 1 Knowledge Test Battery</td>
<td>$62.00</td>
</tr>
<tr>
<td>- PART 1 L1 ASSOCIATE GOPS FACILITY MANAGEMENT</td>
<td></td>
</tr>
<tr>
<td>- PART 2 L1 ASSOCIATE GOPS TEACHING &amp; COACHING</td>
<td></td>
</tr>
<tr>
<td>Level 1 Knowledge Test Retakes</td>
<td></td>
</tr>
<tr>
<td>L1 ASSOCIATE GOPS FACILITY MANAGEMENT</td>
<td>$40.00</td>
</tr>
<tr>
<td>L1 ASSOCIATE GOPS TEACHING &amp; COACHING</td>
<td>$32.00</td>
</tr>
<tr>
<td>Level 2 Knowledge Test(s)</td>
<td></td>
</tr>
<tr>
<td>L2 ASSOCIATE GOLF OPERATIONS TEST / RETAKE</td>
<td>$47.00</td>
</tr>
<tr>
<td>L2 ASSOCIATE TEACHING &amp; COACHING (T&amp;C) TEST / RETAKE</td>
<td>$32.00</td>
</tr>
<tr>
<td>L2 ASSOCIATE EXECUTIVE MANAGEMENT TEST / RETAKE</td>
<td>TBD</td>
</tr>
<tr>
<td>Level 3 Knowledge Test</td>
<td></td>
</tr>
<tr>
<td>L3 ASSOCIATE GOLF OPERATIONS TEST / RETAKE</td>
<td>TBD</td>
</tr>
<tr>
<td>L3 ASSOCIATE TEACHING &amp; COACHING (T&amp;C) TEST / RETAKE</td>
<td>TBD</td>
</tr>
<tr>
<td>L3 ASSOCIATE EXECUTIVE MANAGEMENT TEST / RETAKE</td>
<td>TBD</td>
</tr>
</tbody>
</table>

*Fees are paid directly to the test center and are based on current seat rates.

MATERIALS
The Pre-Qualifying Level course can be ordered by calling PGA Membership at (800) 474-2776. Materials for Levels 1, 2, and 3 will also need to be purchased by contacting PGA Membership at (800) 474-2776.

GENERAL RULES
i) If any test is failed, it will be necessary to register for another appointment.
ii) If any test is failed twice, it will be necessary to complete the PGM Associate Program in its entirety.
iii) If all 3 levels are not completed within 2 years from the date of purchasing the Level 1 study materials, it will be necessary to complete the PGM Associate Program in its entirety.

TESTING OPTIONS
You will schedule and pay for your testing appointment directly with the test center. You will receive an email from PSI (the testing company) to pay for and schedule your tests.
# Course Materials for PGA PGM Reciprocity

<table>
<thead>
<tr>
<th>Qualifying Level</th>
<th>Course Listing continued</th>
<th>Materials Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>PGA PGM 3.0 LEVEL 1 CORE COURSES</strong></td>
<td>Golf Car Fleet Management</td>
<td>$350.00</td>
</tr>
<tr>
<td></td>
<td>Introduction to Teaching and Golf Club Performance</td>
<td></td>
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<tr>
<td></td>
<td>Business Planning</td>
<td></td>
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<tr>
<td></td>
<td>Tournament Operations</td>
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<td></td>
<td>Customer Relations</td>
<td></td>
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<tr>
<td></td>
<td>Rules of Golf</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Career Enhancement</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Teaching &amp; Coaching - Learning Teaching and Game - Player Development</td>
<td></td>
</tr>
</tbody>
</table>

### PGA PGM 3.0 LEVEL 2 COURSES

**Golf Operations Track**
- Merchandising / Inventory Management
- Revenue Management
- Turfgrass Management
- Teaching & Coaching 2

**Teaching & Coaching Track**
- Teaching People with Disabilities and Injuries
- Short Game Specialty Shots and Unusual Conditions
- Becoming a Better Teacher
- On-Course Methodology
- Technology in Teaching

**Executive Management Track**
- Department Operations
- Organizational Development
- Leadership & Human Resources
- Strategic Business Planning

### PGA PGM 3.0 LEVEL 3 COURSES

Follow Track selected at Level 2 above

**Golf Operations Track**
- Food & Beverage
- Supervising and Delegating
- Advanced Teaching

**Teaching & Coaching Track**
- Golf Club Alteration
- Mental Performance
- Teaching People with Disabilities and Injuries
- Short Game Specialty Shots and Unusual Conditions
- Becoming a Better Teacher
- On-Course Methodology
- Technology in Teaching
- Marketing a Teaching Business

**Executive Management Track**
- Same course names as Level 2
- New materials
- Department Operations
- Organizational Development
- Leadership & Human Resources
- Strategic Business Planning
- Marketing & Promotions

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### Testing Fees for PGA PGM Reciprocity

<table>
<thead>
<tr>
<th>Qualifying Level</th>
<th>Appointment Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Qualifying Level</strong></td>
<td>PGA PGM Qualifying Test $32.00</td>
</tr>
<tr>
<td><strong>Level 1</strong></td>
<td>PGA PGM Level 1 Golf Operations Battery Test $62.00</td>
</tr>
<tr>
<td></td>
<td>- Part 1 L1 Associate GOPS Facility Management</td>
</tr>
<tr>
<td></td>
<td>- Part 1 L1 Associate GOPS Teaching &amp; Coaching</td>
</tr>
<tr>
<td></td>
<td>L1 Associate GOPS Facility Management Retake $40.00</td>
</tr>
<tr>
<td></td>
<td>L1 Associate GOPS Teaching and Coaching Retake $32.00</td>
</tr>
<tr>
<td><strong>Level 2</strong></td>
<td>PGA PGM L2 Golf Operations Test / Retake $47.00</td>
</tr>
<tr>
<td></td>
<td>PGA PGM L2 Teaching &amp; Coaching Test / Retake $32.00</td>
</tr>
<tr>
<td></td>
<td>PGA PGM L2 Executive Management Test / Retake TBD</td>
</tr>
<tr>
<td><strong>Level 3</strong></td>
<td>PGA PGM L3 Golf Operations Test / Retake TBD</td>
</tr>
<tr>
<td></td>
<td>PGA PGM L3 Teaching &amp; Coaching Test / Retake TBD</td>
</tr>
<tr>
<td></td>
<td>PGA PGM L3 Executive Management Test / Retake TBD</td>
</tr>
</tbody>
</table>

Cancellations must be completed at least 48 hours in advance to avoid forfeiting the testing fee.

Test fees are subject to change and are based on current seat time at PGA approved testing centers.

The candidate will be required to show appropriate identification including a picture ID in order to be admitted on the date of testing. No candidate will be admitted to the testing center after the starting time. Only applicable and authorized test related materials (un-marked USGA Rules of Golf Book for Qualifying Level and Level 1) will be allowed in the testing room. A calculator will be provided by the testing center. Absolutely no items such as newspapers, books, cell phones, cameras, pagers, pens or pencils will be allowed in the testing room.

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*Dropbox/member/reciproc/xls&docrecipforms/3.0 Materials List.xls  Rev 11/2019*