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## **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 Epson 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 Epson 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 Epson Tour maximum credits per calendar year are 6; to a lifetime maximum of 18. Tour credits can be carried forward to the required 28 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/pgs.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.)*

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## RECIPROCITY PGA PGM MATERIALS LISTING

Course Materials for PGA PGM Reciprocity		Materials Cost
<b>Qualifying Level</b>	Introduction to the PGA PGM The PGA Constitution History of Golf Career Enhancement - Resumes, Cover Letters and Interview Preparation Introduction to the Rules of Golf	\$200 *** Call PGA Membership   (800) 474-2776
*** Must first submit History Sheet and receive written approval to proceed before ordering online access		
<b>PGA PGM 3.0 LEVEL 1 CORE COURSES</b>	<b>Course Listing continued</b>	\$350.00
Golf Car Fleet Management	Customer Relations	
Introduction to Teaching and Golf Club Performance	Rules of Golf	
Business Planning	Career Enhancement	
Tournament Operations	Teaching & Coaching - Learning Teaching and Game - Player Development	
<b>PGA PGM 3.0 LEVEL 2 COURSES</b>	<b>Select one (1) of these 3 Tracks</b>	\$350.00
<b>Golf Operations Track</b>	<b>Teaching &amp; Coaching Track</b>	<b>Executive Management Track</b>
Golf Operations	Golf Club Fitting	Department Operations
Merchandising / Inventory Management	The Tempo of Teaching	Organizational Development
Revenue Management	Feedback & Transfer Practice	Leadership & Human Resources
Turfgrass Management	Swing Improvement Methodologies	Strategic Business Planning
Teaching & Coaching 2	Specialty Shots & Unusual Conditions	Marketing & Promotions
<b>PGA PGM 3.0 LEVEL 3 COURSES</b>	<b>Follow Track selected at Level 2 above</b>	\$350.00
<b>Golf Operations Track</b>	<b>Teaching &amp; Coaching Track</b>	<b>Executive Management Track</b>
Food & Beverage	Golf Club Alteration	<b>Same course names as Level 2</b>
Supervising and Delegating	Mental Performance	<b>New materials</b>
Advanced Teaching	Teaching People with Disabilities and Injuries	Department Operations
	Short Game Specialty Shots and Unusual Conditions	Organizational Development
	Becoming a Better Teacher	Leadership & Human Resources
	On-Course Methodology	Strategic Business Planning
	Technology in Teaching	Marketing & Promotions
	Marketing a Teaching Business	
Testing Fees for PGA PGM Reciprocity		Appointment Fee
<b>Qualifying Level</b>	PGA PGM Qualifying Test	\$15.00
<b>Level 1</b>	L1 Associate GOPS Facility Management Test / Retake	\$21.00
	L1 Associate GOPS Teaching and Coaching Test / Retake	\$15.00
<b>Level 2</b>	PGA PGM L2 Golf Operations Test / Retake	\$21.00
	PGA PGM L2 Teaching & Coaching Test / Retake	\$15.00
	PGA PGM L2 Executive Management Test / Retake	\$21.00
<b>Level 3</b>	PGA PGM L3 Golf Operations Test / Retake	\$15.00
	PGA PGM L3 Teaching & Coaching Test / Retake	\$15.00
	PGA PGM L3 Executive Management Test / Retake	\$15.00
Cancellations must be completed at least 48 hours in advance to avoid forfeiting the testing fee.		Testing fees are subject to change and are based on current seat time with PGA approved testing vendor.

The candidate will be required to show appropriate identification including a picture ID on the date of testing. 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 area. Absolutely no items such as newspapers, books, cell phones, cameras, pagers, pens or pencils will be allowed in the testing area.



## 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:

- Complete The PGA Professional Golf Management Program in its entirety; or
- Select the "test-out" option by passing the Pre-Qualifying and Levels 1, 2 and 3 tests. Purchasing access to Pre-Qualifying Level and Level 1, 2 and 3 course/study materials is required.

REQUIREMENT	*COST FOR TESTS PER LEVEL
<b>Qualifying Test</b> Introduction to the PGA PGM The PGA Constitution Career Enhancement - Resumes, Cover Letters and Interview Preparation Introduction to the Rules of Golf	<b>\$15.00</b>
<b>Level 1 Knowledge Test(s)</b> L1 ASSOCIATE GOPS FACILITY MANAGEMENT TEST / RETAKE L1 ASSOCIATE GOPS TEACHING & COACHING TEST / RETAKE	<b>\$21.00</b> <b>\$15.00</b>
<b>Level 2 Knowledge Test(s)</b> L2 ASSOCIATE GOLF OPERATIONS TEST / RETAKE L2 ASSOCIATE TEACHING & COACHING (T&C) TEST / RETAKE L2 ASSOCIATE EXECUTIVE MANAGEMENT TEST / RETAKE	<b>\$21.00</b> <b>\$15.00</b> <b>\$21.00</b>
<b>Level 3 Knowledge Test</b> L3 ASSOCIATE GOLF OPERATIONS TEST / RETAKE L3 ASSOCIATE TEACHING & COACHING (T&C) TEST / RETAKE L3 ASSOCIATE EXECUTIVE MANAGEMENT TEST / RETAKE	<b>\$15.00</b> <b>\$15.00</b> <b>\$15.00</b>
<b>*Fees are paid directly to the testing vendor and are based on current seat rates.</b>	

## 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

- If any test is failed, it will be necessary to register for another appointment.
- If any test is failed twice, it will be necessary to complete the PGM Associate Program. Program in its entirety.
- 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 its entirety.

## TESTING OPTIONS

You will schedule and pay for your testing appointment through the Education Portal with the PGA approved testing vendor, Examity.



## 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

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