



**FHSAA<sup>TM</sup>**

**2003-04**

**Golf**

**Manual**

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*General Regulations & Policies*

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*State Series Terms & Conditions*

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*2003-04 FHSAA Golf Manual*

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# 100. General Regulations & Policies

Contact: Cecelia S. Jackson, Administrator for Golf, Ext. 280 (cjackson@fhsaa.org)

In accordance with Article 9 of the Bylaws, the following general regulations, policies and procedures governing the FHSAA Golf Program have been approved by the Board of Directors. They apply to all regular season contests as well as the FHSAA State Series unless otherwise modified or superseded by the terms and conditions approved for the state series. Substantive changes for the 2003-04 school year are shaded.

*[The FHSAA utilizes a standardized calendar in which the weeks of the year are numbered. This ensures consistent dates from year to year. Week 1 begins with the first Sunday in July. Thanksgiving always falls in Week 21.]*

*[The forms referenced in this manual are provided in the 2003-04 FHSAA Forms Book, a copy of which has been provided to all member schools, and on FHSAA.org as downloadable PDF and/or Word documents.]*

## 101. Important Dates

*Monday, August 11 (Week 6)* – First practice date.

*Monday, September 1 (Week 9)* – First regular season competition date.

*Saturday, October 18 (Week 15)* – Last date on which a student may transfer and represent a school in the 2003 FHSAA State Golf Series.

*Monday, October 20 (Week 16)* – 2003 FHSAA State Golf Series Official Entry List(s) must be submitted to district tournament manager.

*Saturday, October 25 (Week 16)* – Last regular season competition date.

*Monday & Tuesday, October 27 & 28 (Week 17)* – District tournaments.

*Monday & Tuesday, November 3 & 4 (Week 18)* – Regional tournaments.

*Tuesday & Wednesday, November 11 & 12 (Week 19)* – FHSAA Golf Finals state championship tournament.

*Wednesday, December 3 (Week 22)* – FHSAA Golf Advisory Committee meeting.

## 102. Eligibility of Student-Athletes

**102.01** Only student-athletes eligible under Bylaw 11, as well as guidelines, regulations, policies and procedures governing student eligibility that have been adopted by the Board of Directors, may represent member schools in interscholastic competition. In accordance with Bylaw 11.13.1, member schools are required to certify the eligibility of their student-athletes before they participate and to withhold ineligible student-athletes from all interscholastic competition. See FHSAA.org for FHSAA student-eligibility guidelines.

**102.02** If an ineligible student-athlete is accidentally or intentionally permitted to participate in an interscholastic contest, forfeit of the contest and honors shall be automatic and mandatory.

## 103. Season and Contest Limitations

**103.01 Practice.** First practice date is Monday of Week 6 (Aug. 11, 2003). Last practice date is Wednesday of Week 19 (Nov. 12, 2003).

No practice session of any kind may be held on a Sunday.

**103.02 Contests.** First regular season contest date is Monday of Week 9 (Sept. 1, 2003). Last regular season contest date is Saturday of Week 16 (Oct. 25, 2003).

*Note: Last regular season contest date in 2004-05 school year will be Saturday of Week 15 (Oct. 16, 2004).*

(1) Maximum number of regular season contests – 13.

(2) Maximum number of contests in a school week – 3. Not more than one of these three meets may cause a loss of time from school.

(3) No contest of any kind may be held on a Sunday except under emergency conditions in tournaments or meets that are approved by the Commissioner or the Board of Directors.

**103.03 Opponents.** Member schools shall compete only against schools that are full or affiliate members of the FHSAA, or out-of-state schools that are members of associations that regulate interscholastic athletic competition within their respective states. Out-of-state schools, however, must have eligibility guidelines comparable to those of the FHSAA, and must have an established season of competition in the sport that is concurrent with that of the FHSAA. Competition with out-of-state schools, in some cases, may require the approval of the NFHS. See FHSAA.org for NFHS regulations on interstate and international competitions.

**103.04 Contracts.** The “Contract for Interscholastic Athletic Contest” (Form AT1) is required for all regular season contests.

Practice games, exhibition games, non-contract games and scrimmage games with other schools, groups, alumni or league teams are strictly prohibited. All such games or sessions shall be on an intra-squad basis. Non-squad members shall not participate in any team practice, match or contest.

**103.05 Student-Athletes.** Maximum number of regular season contests – 13, inclusive of all matches and tournaments conducted on the varsity and sub-varsity levels.

## 104. Invitational Tournaments

**104.01** All invitational tournaments (conference, county, league, etc.) must have the approval of the FHSAA Office. The “Application for Approval of Multi-School Athletic Event” (Form AT3) must be submitted not less than 30 days in advance of the first day of the event to avoid a late fee of \$50. No approval is required for regular season contests (dual, tri, quad, etc.) regardless of the number of participating teams.

**104.02** No junior varsity, junior high or other sub-varsity team may participate in an event involving a varsity team. Junior varsity, junior high and other sub-varsity events, if held, must be held as separate events.

**104.03** A tournament shall be conducted on a stroke play basis. The team having the lowest aggregate score at the conclusion of play will be declared with team champion. The player having the lowest aggregate score will be declared the individual champion. Teams shall be informed of a tie-break procedure prior to the start of the tournament.

**104.04** Exhibition or practice play during a tournament is strictly prohibited. Only those students who are properly entered may participate in a tournament.

**104.05** A jury of appeals consisting of five (5) coaches from different schools must be appointed. A jury member must be replaced if his/her school is involved in an appeal. The decisions of the jury of appeals shall be final.

**104.06** Certain invitational tournaments involving out-of-state schools may require the approval of the National Federation of State High School Associations (NFHS). See FHSAA.org for NFHS regulations on interstate and international competitions.

## 105. Rules of Competition

**105.01 Playing Rules.** United States Golf Association (USGA) Amateur Golf Rules, as modified by the FHSAA, are the official rules for all golf matches, except where it may be necessary to apply local rules due to circumstances or unforeseen conditions.

(1) A team shall be comprised of four, five or six players. All coaches of teams

involved in a match must agree to the designated number of players who will comprise a team. If a school wishes to play more than four players in a match it must so stipulate in the “terms and conditions” section of the Contract for Interscholastic Athletic Contest. When the number of players is not stipulated in the “terms and conditions” section of the contract, a school shall play no more than five (5) players. In all matches, however, the four lowest individual scores combined shall determine the team score.

(2) A match shall be conducted on a stroke play basis. The team having the lowest aggregate score at the conclusion of play shall be the winner. Teams shall be informed of a tie-break procedure prior to the start of any regular season match and/or invitational tournament.

(3) Exhibition or practice play during a match is strictly prohibited. Only those students who are properly entered shall participate in a match. This does not prohibit the playing of junior varsity matches in conjunction with a varsity match.

(4) All participants must abide by the dress code as established by the golf course on which the match is being played.

(5) The use of caddies, including teammates, is prohibited.

(6) The use of motorized carts, pull carts or other vehicles by players is prohibited. An exception will be made for an individual player who, because of a physical handicap or disability, needs the use of such equipment to compete. The player’s school must submit a request for the exception in writing to, and it must be approved by, the Commissioner in advance of the competition. A school with a player who has been granted this exception must notify the host school of the player’s special need in advance of the competition.

(7) The use of any electronic equipment for the purpose of voice communication is prohibited on the course by players, coaches and spectators. This does not include course management staff, who may need to keep or provide information on the course and play during the tournament, from using such equipment.

(8) USGA Rule 3-3(a) must be enforced when there is a doubt as to the right play procedure, and the tournament/match director or tournament committee must be consulted before a player involved signs and turns in his/her scorecard.

(9) No participant shall be allowed to accept any cash awards, sponsorship or gifts exceeding those limitations established in FHSAA Bylaw 11.9.

(10) A player who deliberately throws any piece of equipment during competition shall be disqualified for misconduct. The disqualification shall be reported to the FHSAA Office by the host school or tournament director using the “Unsportsmanlike Conduct Incident Report” (Form AT6). The offending player shall be suspended from competition for two matches and seven days in accordance with Section 106 of these regulations.

(11) Betting by players and coaches is strictly prohibited. A player who violates this rule shall be disqualified from further participation in the match or tournament. A coach who violates this rule must be reported to the FHSAA Office by the host school or tournament manager using the “Unsportsmanlike Conduct Incident Report” (Form AT6).

(12) At the end of tournament/match play, each player in the assigned group must go directly from the final hole to the check-in area to verify the individual score for each player, and sign and submit the scorecard to a tournament/match official. All areas of question with regard to the right play procedure [s. 105.01(2)] or scoring must be submitted to the tournament/match director at this time to be resolved prior to players signing their scorecards.

(13) A competition is considered to have closed when all players have submitted their scorecards to the tournament/match director and the results are officially announced.

### **105.02 Coaching & Advice During Competition.**

(1) Coaches only will be allowed to give advice under the following provisions:

- (a) Only one (1) designated team coach may give advice.
- (b) USGA Rule 8 entitled "Definition of Advice" must be used.
- (c) Advice may be given only when all balls of the players in a group are no longer in play.

(2) Coaches who elect to advise their players during matches must not make rulings on matters of play that are the responsibility of the event director or tournament committee. Players must proceed immediately to the next hole without delay. A player in violation of USGA Rule 6-7, "Undue Delay," will be assessed a two-stroke penalty for the first offense and disqualified from competition for the second offense.

(3) No players, parents or spectators shall be allowed to coach or give advice to any player who is competing during regular season matches or matches in the state series.

(4) Parents and spectators of participating golfers must remain in the rough or on golf paths and 50 feet away from the golfers. Use of golf carts by spectators during matches is under the jurisdiction of the event director and must adhere to s.105.01(6).

**105.03 Unsportsmanlike Conduct Reports.** Event hosts and/or officials must report acts of unsportsmanlike conduct by players and coaches to the FHSAA Office using the "Unsportsmanlike Conduct Incident Report" (Form AT6).

**105.04 Athletic Uniforms.** Commercial advertising, with the exception of the manufacturer's logo as permitted by NFHS rules, is prohibited on all athletic uniforms.

**105.05 Suspended Contest.** A suspended contest shall be resumed from the point of interruption. Otherwise, USGA Rules regarding the resumption of suspended contests will apply.

**105.06 Protests.** Protests of interscholastic contests shall not be allowed. The decision of the officials shall be final. The outcome (i.e. winners and losers) of all interscholastic contests are final, and cannot be reversed, except where the rules of the sport permit or in the case where a winner must forfeit its victory or points.

## **106. Sportsmanship and Unsportsmanlike Conduct**

**106.01 Sportsmanship.** Student-athletes, coaches, administrators, spectators and all other persons connected directly or indirectly with a member school, as well as contest officials, shall adhere to the principles of good sportsmanship and the ethics of competition before, during and after all contests in which they participate and/or attend.

Each participating school shall be held strictly accountable for unsportsmanlike conduct on the part of its competitors, coaches and spectators.

If contestants or people from any school are found guilty of carelessness or maliciously breaking, damaging or destroying property or equipment belonging to the host school or host organization, such school will be held responsible for costs incurred in replacing or repairing such property or equipment.

**106.02 Disqualification (ejection) for general unsportsmanlike conduct or flagrant foul.**

(1) **Student-Athlete.** Suspended from competition for remainder of contest and all contests on all levels for the following seven days, but not less than the next two regularly scheduled contests (one contest in boys football); if last contest of season, suspension is served in the next sport in which the student-athlete participates; beginning with fourth such ejection in a sport, program in that sport is placed on administrative probation and school is assessed a \$100 fine per occurrence in that sport.

(2) **Coach.** Suspended from competition for remainder of contest and all contests on all levels for the following seven days, but not less than the next two regularly scheduled contests (one contest in boys football); if last contest of season, suspension is served in the

next sport in which the individual coaches; school is assessed a minimum fine of \$100 per occurrence.

**106.03 Disqualification (ejection) for gross unsportsmanlike conduct (Bylaw 11.11.2), or second or subsequent act of general unsportsmanlike conduct or flagrant foul.**

(1) **Student-Athlete.** Suspended from competition for remainder of contest and all contests on all levels for up to a period of six weeks; if last contest of season, suspension is served in the next sport in which the student-athlete participates; beginning with second such ejection in any sport, school is assessed a \$250 fine per occurrence.

(2) **Coach.** Suspended from competition for remainder of contest and all contests on all levels for up to a period of six weeks; if last contest of season, suspension is served in the next sport in which the individual coaches; school is assessed a minimum fine of \$100 per occurrence.

**106.04 Restrictions on Disqualified Coach.**

(1) Must immediately leave the competition area to a place where he/she is not visible to student-athletes, officials, spectators or other coaches and where he/she cannot see the competition itself.

(2) Must not have any further contact with or give instruction to student-athletes or other members of his/her staff for the remainder of the contest; including halftime intermission; breaks between quarters, periods or innings; and post-contest activities.

(3) Shall not attend any subsequent contest from which he/she has been suspended in any capacity; shall not be present at the site; and shall not accompany his/her team to the site of the contest.

**106.05 Enforcement.** It is the responsibility of local school authorities to ensure this policy is enforced. When an ineligible student-athlete is allowed to participate, forfeiture of the contest is mandatory. When a coach is allowed to coach in a contest from which he/she has been suspended, the school shall face additional penalties. When a coach is disqualified (ejected) from a contest and no other authorized school personnel are present to take charge of the student-athletes, the contest shall be forfeited. Contest officials, or host schools for contests in sports in which there are no registered officials, must report acts of unsportsmanlike conduct to the FHSAA Office using Form AT6 or iFHSAA.

**106.06 Additional Penalties.** In addition to the standard monetary penalty of \$100 for the disqualification (ejection) of a coach, a school may be assessed additional minimum fines for unsportsmanlike conduct by the coach or other school personnel as follows:

- Use of profanity or gutter language – \$150.00
- Continuing to give instruction to student-athletes or other members of the coaching staff after having been disqualified from a contest – \$150.00
- Pursuit of officials following a contest – \$150.00
- Refusal to leave the court, playing field or team area following disqualification – \$100.00
- Physical contact with an official – \$250.00
- Removal of a team or individual from an athletic contest prior to its normal conclusion – \$250.00

**106.07 Public Criticism of Officials.** No coach or other school employee may publicly criticize or berate an official prior to, during or following a contest. Professional ethics require that coaches and other school employees use proper channels to report their complaints about officials rather than airing them publicly. A minimum fine of \$50 shall be assessed a school whose coach or other employees are in violation of this provision.

**106.08 Crowd Control.** The home school administration is responsible for the control of spectators during a contest. The presence of uniformed officers is recommended. The officials assigned to work a contest are responsible for the conduct of the contest itself.

In the event, however, a spectator or group of spectators interferes with the conduct of a contest or causes an official to become distracted through continual, unrelenting verbal abuse, the official should immediately stop the action and report the spectator or group of spectators to the home school administration or the nearest uniformed security officer and ask that they be restrained or removed from the facility. If the home school administration or uniformed security officer is unwilling or unable to comply and the official does not believe the contest can be safely continued, the official must declare the contest ended at that point. Under no circumstance should an official ever confront, challenge, rebuke or threaten a spectator, or make gestures of any kind toward a spectator before, during or after a contest.

### **106.09 Banned Substances.**

(1) The use of alcohol, tobacco or tobacco-like products by student-athletes, coaches and officials is prohibited during any interscholastic athletic contest and in the vicinity of the playing field or court. A student-athlete in violation of this policy is guilty of gross unsportsmanlike conduct, will be disqualified from the contest and shall be suspended from subsequent contests in accordance with the provisions of s. 106.03(1). The official must report any violation of this policy by either a student-athlete or coach to the FHSAA Office. Violation of this policy by a student-athlete or coach shall subject the school to a monetary penalty. Violation of this policy by an official shall subject the official to a monetary penalty or suspension or both. For violations of this policy, a minimum fine of \$100.00 shall be assessed.

(2) The use of anabolic steroids or other performance-enhancing drugs by a student-athlete is not permissible and is considered to be an act of gross unsportsmanlike conduct. A student-athlete discovered to be using such substances shall be ineligible to compete in any interscholastic contest until such time as medical evidence can be presented that the student's system is free of those substances.

## **107. Inclement Weather Procedures**

If a severe thunderstorm or electrical storm occurs in the area prior to the start of or during any outdoor contest, the officials must immediately contact the principal of each school involved in the contest to determine if the contest should be played as scheduled, delayed, suspended or postponed. If the principal of either of the schools involved requests that the contest be interrupted or postponed, the officials must immediately honor such request. If the principal of only one of the competing schools is available, his/her request must be honored.

(1) The safety and welfare of all concerned is of paramount importance. In no case shall an official deny a request by a principal to delay, suspend or postpone an outdoor contest due to inclement weather or imply that the contest will be forfeited as a result of such a request.

(2) A suspended contest shall be resumed from the point of interruption under the provisions of USGA Rules – Suspension of Play; 6-8, 33-2d, and App. I, Part C-4.

## **108. Filming, Videotaping Contests**

**108.01** A visiting school may film, videotape or photograph its team's or contestants' performance in a contest when permission is secured from and arrangements are made with the host school principal. Videographers and their equipment must be positioned so that they do not block the view of any spectator. No representative of a school that is not participating in a contest may film, videotape or photograph all or any part of the contest unless permission to do so is granted by the principal of each school that is partici-

pating in the contest.

**108.02** Any school violating this policy is guilty of unsportsmanlike conduct and shall be subject to reprimand and the assessment of a financial penalty by the FHSAA.

## **109. Officials**

The FHSAA does not register officials in the sport of golf. Each host school shall be responsible for securing officials for the matches or tournaments which it hosts, and for negotiating with those officials for their compensation.

# 200. State Series

## Terms & Conditions

Contact: Cecelia Jackson, Administrator for Golf, Ext. 280 (cjackson@fhsaa.org)

In accordance with Article 9.8.0 of the FHSAA Bylaws, the following Terms and Conditions governing the 2003 FHSAA State Golf Series have been approved by the FHSAA Board of Directors. Cecelia Jackson, administrator for golf, shall be the state series director.

### 201. Team Entries

#### 201.01 Eligibility.

(1) Participation in the state series is voluntary and open to any full member senior high school varsity team provided:

(a) The school sponsors a varsity sports program in a minimum of any two (2) sanctioned sports in each of the three sports seasons (fall, winter and spring);

(b) The school successfully sponsors a varsity program in the previous school year;

(c) The school's varsity team competes in a minimum of four (4) regular season varsity contests during the current season; and

(d) The school files a commitment to participate in the state series with the FHSAA Office by the specified deadline.

(2) A school shall enter only one (1) girls team and/or one (1) boys team.

(3) A new member school shall not be eligible to enter a team into the state series in its initial year of membership. A continuing member school that is starting a new program or resuming a previously discontinued program shall not be eligible to enter a team into the state series until the school successfully sponsors a varsity program for a minimum of one school year. These provisions shall not apply to newly opening traditional public high schools that join the Association in their initial two years of existence.

#### 201.02 Commitment to Participate.

(1) A member school that elects to participate in the state series must file with the FHSAA Office a commitment to participate by the specified deadline. This commitment to participate is a binding agreement between the member school and the Association, and obligates the school to participate in accordance with and abide by all guidelines, regulations, policies and procedures for the state series.

(2) A school that does not commit to participate in the state series by the specified deadline may be permitted to participate without penalty if its written request for entry is received before the state series assignments are released. Once the state series assignments are released, the school will be assigned and assessed a \$100 administrative fee if the request is received prior to the date for filing the official entry list. Thereafter, a school shall not be assigned.

(3) A school that commits to participate in the state series may be released from its commitment without penalty if written notice of its withdrawal is received in the FHSAA Office before the state series assignments are released. Once the state series assignments are released, the following provisions will apply:

(a) If the school notifies the FHSAA Office in writing of its withdrawal prior to or on the date for filing the official entry list, the school will be released and assessed a \$100 administrative fee.

(b) If the school notifies the FHSAA Office in writing of its withdrawal after the date for filing the official entry list, or fails to notify the FHSAA Office in writing and does not

appear for the district tournament/meet, the school, at a minimum, will be assessed a \$250 fine and its program placed on administrative probation unless the reason stated for such failure to participate is ruled sufficient by the Commissioner or the Board of Directors.

## **202. Student-Athlete Entries**

**202.01 Eligibility.** To represent a member school in the state series, a student-athlete:

(1) Must be eligible under Bylaw 11 and applicable administrative guidelines, regulations, policies and procedures.

(2) Must participate in a minimum of four (4) interscholastic contests in the sport during the regular season.

(3) Must be enrolled in and in regular attendance at the school for which it will participate prior to Saturday, Oct. 11, 2003.

(4) Must be submitted to the district tournament/meet host on the school's official entry list.

### **202.02 Official Entry List.**

(1) Each participating school must submit by fax to its district tournament manager a "2003 FHSAA State Golf Series Official Entry List" (Forms GO1 for girls and GO2 for boys or iFHSAA) on which is listed the name of each student-athlete who will represent the school in the state series. The official entry list:

(a) Must be filed by 5 p.m. Monday, Oct. 20, 2003 (late filing fee is \$50, increases to \$100 if not received by district tournament manager by 5 p.m. Friday, Oct. 24, 2003).

(b) May contain the names of up to 10 student-athletes of whom any five (5) may participate. All student-athletes listed must have been previously reported to the FHSAA Office on an "Annual Eligibility Report" (Form EL1 or iFHSAA).

(c) Must be signed by the principal, FHSAA representative and head coach.

(d) Cannot be e-mailed

(2) A school whose official entry list is not received by the time designated for the draw to determine the starting position of teams and individuals in the district tournament may be permitted to participate only with the approval of the FHSAA Office; however, that school shall be assessed a minimum financial penalty of \$250. This penalty will increase if it is later determined that a student-athlete(s) representing the school was ineligible to do so. The district tournament manager shall not permit a school for which he/she has no official entry list to participate in the district tournament without the approval of the FHSAA Office.

(3) Additions or changes to an official entry list once submitted to the district tournament manager may be made only by completing and faxing the "Notice of Addition/Change to State Series Entry List" (Form AT8) and the original entry list to the attention of Dorothy Brunson, Director of Member Services, in the FHSAA Office at (352) 373-1528. The following provisions will apply:

(a) No fee will be assessed for additions/changes made prior to the official entry list submission deadline. Thereafter, an administrative fee of \$50 per addition or change will be assessed. The fee(s) will appear on the school's next monthly statement.

(b) Requests for additions or changes are permissible until the time designated for the draw to determine the starting position of teams and individuals in the district tournament. Once the draw for starting positions for the district tournament begins, no additions or changes may be made.

(c) A student-athlete whose name was not originally submitted on the official entry list is not eligible to participate in the district tournament until the addition of his/her name is approved by the FHSAA Office.

(4) The district tournament manager shall forward to the FHSAA Office the official entry lists for all schools participating in the district tournament within 10 business days of the conclusion of the district tournament.

## 203. School Classification

The classification of each school participating in the state series is determined on the basis of student population in the ninth through 12th grades as reported to the FHSAA Office in October 2002. Student populations for schools that do not have all four grades are adjusted in accordance with policy. Student populations for schools that enroll girls or boys only are doubled for classification purposes. There are two classifications as follows:

- Class 2A – schools with populations of 1,562 or more students; and
- Class 1A – schools with populations of 1,561 or less students.

Classification assignments are available on [FHSAA.org](http://FHSAA.org).

## 204. Districts

**204.01 Assignment.** Participating schools are geographically assigned to one of 16 district complexes (see [FHSAA.org](http://FHSAA.org)). A tournament shall be conducted in each district complex at the conclusion of the regular season to determine the teams and individual competitors who shall represent the district complex in the remainder of the state series.

**204.02 District Coordinator.** One school in each district complex has been designated as the district coordinator (see state series assignments on [FHSAA.org](http://FHSAA.org)). The FHSAA representative or his/her designee at the district coordinator school shall be responsible for hosting, conducting and reporting to the FHSAA Office results of the district meeting. The district coordinator is responsible for all aspects of the district meet until the date of the meet at which time the district tournament manager will assume responsibility for the event.

### 204.03 District Meeting.

(1) Each district coordinator must conduct a district meeting on Monday, Sept. 8, 2003. The meeting must be held at a time so that all schools in the district can have a representative present with no loss of time from school. Exceptions to this policy must be made in writing to the Commissioner.

(2) The district coordinator must notify in writing the FHSAA representative, athletic director, girls golf coach and boys golf coach of each school in his/her district of the site and time of the district meeting at least seven (7) days prior to the date of the meeting. If, however, the FHSAA representative, athletic director, girls golf coach or boys golf coach at a given school has not received written notification from the district coordinator relative to the site and time of the district meeting, it is his/her responsibility to contact the district coordinator for the arrangements.

(3) Each school in a district is required to have one voting representative present at the district meeting. All decisions will be made by a majority vote of those representatives present. There can be no voting by proxy. A school that fails to have a representative present at this meeting will be assessed a financial penalty of \$50.00.

(4) The following items of business must be addressed at the district meeting:

- (a) Review FHSAA rules, policies, terms and conditions governing the state series, including the FHSAA Licensing and Merchandising Policy.
- (b) Select host school, site, set dates and time schedule. (Note: An actual host school must be selected at this meeting and may be subsequently changed only with the permission of the Commissioner.)
- (c) Determine if a sub-district qualifying tournament(s) will be played. Sub-district tournaments may be played during Week 16 (Oct. 20-24, 2003), which is the week preceding the

District Tournament If a sub-district tournament is to be played during the earlier week, all participating schools must submit their official entry lists to the district tournament manager by facsimile (fax) transmission not later than 5 p.m. Monday, Oct. 13.

(d) Adopt a procedure for determining the pairings for the tournament.

(e) Adopt a method for deciding individual and team ties. If a sudden death playoff or the matching scorecards method is to be used, the hole(s) to be played or compared in the tie-breaker must be designated.

(f) Develop an alternative plan for competition in case of inclement weather.

(g) Determine team awards to be ordered. See Section 210.01(1).

(h) Other business as should be addressed during this meeting.

(5) The FHSAA Office will mail each district coordinator a form on which to record the decisions made during the district tournament. The report form should be completed and returned to the FHSAA Office immediately after the meeting is concluded. A copy of the report form as well as the minutes of the meeting should be mailed to each school in the district.

**204.04 Regular Season District Competition.** Competition between schools assigned to a district is not required during the regular season.

## 205. Tournament Structure and Time Schedules

**205.01 Tournament Series.** The successive tournament series shall be designated respectively as district, regional and FHSAA Finals. Competition in the girls and boys divisions shall be conducted simultaneously.

### 205.02 District Tournaments.

(1) **Dates, Time Schedule and Site.**

(a) Dates. Monday, Oct. 27 or Tuesday, Oct. 28 (Week 17)

(b) Time Schedule. To be determined at district meeting.

(c) Site. To be selected at the district meeting.

(2) **Sub-District Tournaments.** Sub-district tournaments are part of the district tournament and are subject to all regulations pertaining to district tournaments. Sub-district tournaments may be played during the week preceding the district tournament, which is Oct. 20-25 (Week 16 on the FHSAA standardized calendar). If a sub-district tournament is to be played, all participating schools must submit their official entry lists to the district tournament manager by fax not later than 5 p.m. Monday, Oct. 13.

(3) **Coaches Meeting.** A pre-tournament coaches meeting will be held one hour prior to the start of competition in the district tournament in order to confirm pairings and discuss other items that may affect tournament play.

### 205.03 Regional Tournaments.

(1) **Complexes.** Competition will be conducted in eight regional complexes in each classification. Districts 1 and 2 will comprise the Region 1 complex, Districts 3 and 4 the Region 2 complex, Districts 5 and 6 the Region 3 complex, and Districts 7 and 8 the Region 4 complex, Districts 9 and 10 the Region 5 complex, Districts 11 and 12 the Region 6 complex, Districts 13 and 14 the Region 7 complex, and Districts 15 and 16 the Region 8 complex. One tournament will be conducted in each regional complex.

(2) **Dates.** Monday, Nov. 3 or Tuesday, Nov. 4 (Week 18). The FHSAA Office will work with each host school to determine the exact date of competition for its regional tournament.

(3) **Sites.** Regional Meets shall be held at the following sites and hosted by the following schools:

Class 2A			
Region	Date	Site	Host School
1 Girls	Nov. 3	Golden Eagle CC, Tallahassee	Chiles HS, Tallahassee

Region	Date	Site	Host School
1 Boys	Nov. 3	Golden Eagle CC, Tallahassee	Chiles HS, Tallahassee
2 Girls	TBA	TBA	TBA
2 Boys	TBA	TBA	TBA
3 Girls	Nov. 3	Willowbrook GC, Winter Haven	Winter Haven HS
3 Boys	TBA	TBA	TBA
4 Girls	TBA	TBA	TBA
4 Boys	TBA	TBA	TBA
5 Girls	TBA	TBA	TBA
5 Boys	Nov. 3	Serenoa GC, Sarasota	Riverview HS, Sarasota
6 Girls	Nov. 4	Pointe West, Vero Beach	Vero Beach HS
6 Boys	TBA	TBA	TBA
7 Girls	TBA	TBA	TBA
7 Boys	TBA	TBA	TBA
8 Girls	TBA	TBA	TBA
8 Boys	TBA	TBA	TBA

#### Class 1A

Region	Date	Site	Host School
1 Girls	Nov. 3	Hidden Creek GC, Navarre	Navarre HS
1 Boys	Nov. 3	Hidden Creek GC, Navarre	Navarre HS
2 Girls	TBA	TBA	TBA
2 Boys	TBA	TBA	TBA
3 Girls	TBA	TBA	TBA
3 Boys	TBA	TBA	TBA
4 Girls	TBA	TBA	TBA
4 Boys	TBA	TBA	TBA
5 Girls	TBA	TBA	TBA
5 Boys	TBA	TBA	TBA
6 Girls	Nov. 3	The Hide-Out GC, Naples	St. John Neumann, Naples
6 Boys	TBA	TBA	TBA
7 Girls	TBA	TBA	TBA
7 Boys	TBA	TBA	TBA
8 Girls	Nov. 4	Biltmore GC, Coral Gables	Westminster Chr., Miami
8 Boys	Nov. 4	Biltmore GC, Coral Gables	Westminster Chr., Miami

(4) **Coaches Meeting.** A coaches meeting will be held at the tournament site 30 minutes prior to the first tee time to confirm pairings and to cover items of information or rulings that are necessary for the administration of the tournament.

#### **205.04 FHSAA Finals.**

(1) **Dates and Site.** The FHSAA Golf Finals in both classifications will be held on Tuesday and Wednesday of Week 19 (Nov. 11-12, 2003) at the PGA Village in Port St. Lucie. Thursday, Nov. 13, will be reserved as a rain day. FHSAA golf administrator Cecelia Jackson will serve as tournament director. Fort Pierce Central athletic director Jay Stewart will serve as tournament manager.

(2) **Coaches Meeting.** A pre-tournament coaches meeting will be held at 7:30 p.m. Monday, Nov. 10 at a site to be announced for coaches of all schools with participants in the FHSAA Finals. The head coach from each school, or his/her representative, shall be required to attend this meeting.

#### **205.05 Advancement of Teams and Individuals.**

(1) **District Tournament to Regional Tournament.** The top four lowest scoring teams and the top four lowest scoring individuals who are not members of the top four lowest scoring teams in district tournament shall advance to the regional tournament to which they are assigned.

To be eligible for individual honors on the regional level a student-athlete shall compete for individual honors on the district level.

(2) **Regional Tournament to FHSAA Finals.** The first- and second-place teams and the first- and second-place individuals in each regional tournament shall advance to the FHSAA Finals.

To be eligible for individual honors on the state level a student-athlete shall compete for individual honors on both the district and regional levels.

**205.06 Local Management.** The FHSAA representative of the host school will be the local manager for the state series tournament that his/her school is hosting. He/she will be responsible for making the necessary preparations to host the tournament and for the filing of necessary reports to the FHSAA Office upon conclusion of the tournament.

The local manager must complete and submit by fax to both the FHSAA Office and the manager of the state series event on the next level manager a report containing the names of the teams and individuals, together with their final district scores, who have qualified to advance. This report must be completed and submitted not later than 9 a.m. Wednesday following the day of the event.

## **206. Financial Terms**

No admission will be charged for entry into a state series event. No reimbursement of any kind will be paid to schools that qualify teams or individual contestants to state series events.

## **207. Tournament Regulations**

**207.01 Teams.** A team consists of four or five players. The four lowest scores shall determine the team score.

(1) A school may enter an individual golfer(s) in the district tournament to compete for the individual championship if the school is unable to enter a team of four or five players.

(2) Each team that qualifies for the FHSAA Finals, in addition to its four or five players, may be accompanied by a maximum of one (1) alternate. The alternate may not be used once tournament play begins. A financial penalty of \$50 will be assessed a school that violates the limit of one (1) alternate. No alternate is permissible for contestants who qualify on an individual basis.

**207.02 Format.** All state series tournaments shall be conducted on a stroke-play basis. The team having the lowest aggregate score at the conclusion of the prescribed number of holes will be the team champion. The individual player having the lowest score at the conclusion of the prescribed number of holes will be the individual champion.

(1) **District Tournaments.** One round, 18 holes. Each district shall adopt a method for breaking individual and team ties. If a sudden-death playoff or the matching scorecards method is to be used, the hole(s) to be played or compared in the tie-breaker must be designated.

(2) **Regional Tournaments.** One round, 18 holes. In the event of a tie for the first- and second-place team or individual qualifiers, a sudden-death playoff shall be used to determine the qualifiers who will advance to the FHSAA Finals. The hole(s) for the sudden-death playoff will be determined by the tournament committee and will be part of the information provided at the pre-tournament coaches meeting.

(3) **FHSAA Finals.** Two rounds, 36 holes. In the event of a tie for the individual or team championship, a sudden-death playoff shall be used to determine the champion. The hole(s) to be used for the sudden-death playoff will be determined by the tournament committee and will be announced at the pre-tournament coaches meeting.

A minimum of 18 holes played is required to determine a state champion. In the event

emergency situations, such as inclement weather, make it necessary to reduce the number of holes from 36, the Jury of Appeals shall determine the final number of holes to be counted for scoring. All leading players must have played the same holes up to the cut-off point established by the Jury of Appeals.

### **207.03 Pairings & Tee Times.**

(1) **District Tournaments.** Each district shall establish a method for determining pairings and tee times at the district meeting.

(2) **Regional Tournaments.** Pairings and tee times will be based on district tournament scores. The host school will determine and fax tee times to schools with qualifying teams and individual competitors by 9 a.m. Friday, Oct. 31.

(3) **FHSAA Finals.** Pairings and tee times for the first round will be based on regional tournament scores and will be announced at the pre-tournament coaches meeting.

**207.04 Faculty Supervision.** A member of the faculty shall accompany a school's team or individual contestant to all competition in the state series.

### **207.05 Official Ball.**

(1) **District & Regional Tournaments.** Each player shall provide his/her own balls for competition.

(2) **FHSAA Finals.** The Spalding Top-Flite Strata 90 and Top-Flite Strata 100 golf balls are the official balls of the FHSAA Golf Finals. The use of these balls, however, is not mandatory. Each player shall provide his/her own balls for competition in the FHSAA Golf Finals.

**207.06 Jury of Appeals.** A Jury of Appeals consisting of five coaches and/or athletic directors from five different participating schools shall be appointed by the manager of each state series event. A member of the Jury of Appeals whose team or individual contestant is a party to an appeal must recuse himself/herself and be replaced until the appeal is concluded. The decision of the Jury of Appeals shall be final. The Jury of Appeals shall not set aside any rule.

**207.07 Failure to Appear and Compete.** A student-athlete who qualifies in a state series tournament is expected to compete on successive levels of the state series unless ill, injured, suspended due to disciplinary action, or for any other reason acceptable to the Commissioner. A school must submit in writing to the FHSAA Office the name of the student-athlete and an explanation for the inability to compete in advance of the competition whenever situations make it possible to do so.

## **208. State Series Policies**

**208.01 Administration and Management.** As specified in Bylaw 4.1.4, all state series shall be conducted in accordance with the policies established by the Board of Directors and shall be under the control, direction and supervision of the FHSAA Office.

**208.02 Enforcement of Rules & Policies.** Participating schools shall adhere to all regulations and policies governing the state series.

The determination of the host school for each event shall be conditioned in part on the school's willingness to comply with and enforce regulations and policies governing the event. This includes financial terms, as well as licensing and merchandising policies. A school that does not comply with and enforce such regulations and policies shall forfeit its opportunity to serve as host.

**208.03 Neutrality.** It is the responsibility of the host school to ensure that an atmosphere of neutrality is maintained in all state series events. Such events are not "home contests" for the host schools. Special festivities held as part of, or in conjunction with, regular season home contests (i.e., pregame activities designed to rally support for the

home team, such as light shows, or give special recognition to members of the home team) are not permitted during the state series.

**208.04 Forfeitures and Vacations of Brackets, Standings.** Individuals or teams that are eliminated from state series competition by defeat by individuals or teams that later are ordered to forfeit their victory, place and/or points, are not reinstated and do not advance in the state series competition from which they were eliminated by defeat.

If championships or other placements in state series competitions are ordered vacated by individuals or teams, other individuals or teams neither advance to those placements nor receive awards for those placements.

**208.05 Passes.** FHSAA State Series Passes, FHSAA Lifetime Passes, FHSAA Student SID Identification Cards and legitimate news media credentials ONLY will be honored at state series events. All individuals who gain admittance to a state series event using a pass must record their name, signature and type of pass used on the “FHSAA State Series Contest Pass Gate Sign-In Log” (Form AT10). This pass log must be submitted to the FHSAA Office with the financial report.

**208.06 Licensing and Merchandising.** The FHSAA owns or controls all rights and interests in its name, logos, trademarks and service marks, whether registered or unregistered, including the official event logo for all FHSAA Finals events. The sale of items bearing any of these marks by a member school or organization without the written consent of the FHSAA is prohibited.

The FHSAA retains the exclusive right to produce and sell souvenir products (apparel and otherwise) at all games, tournaments and meets held as part of the state series; host schools/organizations are required to sell items provided by the official FHSAA event souvenir merchandiser.

The official FHSAA event souvenir merchandiser is Team IP Sportswear, Inc., of Port St. Lucie. Team IP may be reached by phone at (877) 821-8643. Team IP has been awarded exclusive souvenir merchandising rights to all state series events on the district, regional and FHSAA Finals levels in all sports. A host school/organization that desires to sell souvenir merchandise at a state series event must purchase such merchandise from Team IP. No other vendor shall be permitted to produce such merchandise. Team IP shall have the right to go on-property and sell souvenir merchandise at the site of any state series event. The host school/organization of a state series event shall grant Team IP access to its property for the event.

The host school/organization of a state series event may be permitted to sell generic merchandise unrelated to the event (i.e., apparel and other merchandise bearing the host school/organization’s mark), provided such merchandise has been made available for sale on a consistent basis throughout the year and has not been produced specifically for sale at the state series event.

**208.07 Souvenir Programs.** All host schools of district tournaments and regional tournament contest that produce an official program must display on the program cover both the appropriate FHSAA sport logo and sportsmanship logo, which may be downloaded from FHSAA.org. If the program cover is preprinted, the logos must be displayed prominently inside or on the team roster inserts.

**208.08 Public-Address Announcements.** Announcements promoting the FHSAA and its interscholastic programs must be read over the public-address system, if available, prior to and during all contests in the state series. See the “Promotions and Programs” page on FHSAA.org for the appropriate script.

**208.09 All-Tournament/Meet Teams.** No employee of the FHSAA nor the local manager may influence in any way the selection of any all-tournament/meet team,

including the selection of a most valuable player or other “player of the game.”

**208.10 Uniformed Security.** The local manager for a state series event is responsible for providing appropriate uniformed security at the event that his/her school is hosting.

## **209. Media Policies**

### **209.01 Admission and Seating.**

(1) **District and Regional Tournaments.** Media representatives covering a state series event must be admitted free of charge upon presentation of proper news media identification. Space must be set aside to provide for news media representatives whether they be from newspapers, radio stations, commercial television stations and/or cable television stations.

(2) **FHSAA Finals.** News media representatives planning to cover the FHSAA Finals state championship tournament must secure credentials as instructed by the FHSAA Office, according to the FHSAA Policy on Media Credentials. Requests for credentials should be submitted to the FHSAA Office not later than 5 p.m. EST Thursday, Nov. 6, 2003. Only those representatives requesting credentials by the deadline will be guaranteed seating and informational materials at the meet.

**209.02 Media Rights.** The FHSAA owns all media rights to its state series events, including rights to radio broadcasts, telecasts, cablecasts, webcasts, audio and film/video rights, and commercial photography. Radio broadcasts, telecasts, cablecasts and webcasts of state series events are governed by the FHSAA Broadcast Policy. Such broadcasts, telecasts, cablecasts and webcasts must be approved by the FHSAA Office. The following provisions shall apply.

(1) The “Application for Media Rights to FHSAA State Series Event” (Form AT11) to the FHSAA Office by 3 p.m. EST on the business day preceding the event to be broadcast, telecast, or cablecast to avoid a \$25.00 late filing fee.

(2) Radio broadcast rights fees are \$50.00 per event. Tape-delay telecast and cablecast rights fees are \$250.00 per event. Rights fees for live telecasts and cablecasts shall be negotiated at the discretion of the FHSAA. The FHSAA Office shall invoice the outlet to which rights are granted. Rights fees must be paid by company check made payable to “FHSAA” and mailed directly to the FHSAA Office within 30 days of receipt of the invoice. Outlets that fail to make payment of rights fees by the deadline shall be assessed a \$25.00 late fee and may be denied rights to broadcast, telecast or cablecast future contests.

(3) The FHSAA Radio Network owns exclusive rights to the radio broadcast of all FHSAA Finals state championship events. Sunshine Network owns exclusive rights to the telecast and cablecast of all FHSAA Finals state championship events. iHigh Inc. owns exclusive rights to the webcast of all state series events.

(4) Approval of radio broadcasts, telecasts and cablecasts of state series contests by the FHSAA Office are final. The FHSAA Office shall fax to the host school a copy of the approved media rights agreement. A host school shall not permit the radio broadcast, telecast or cablecast of a state series contest that has not been approved by the FHSAA Office.

### **209.03 Post-Competition Procedures.**

(1) **District and Regional Tournaments.** The host school should cooperate with news media representatives in providing them access to a work area and telephone following a state series contest so that they can file their reports on the contest. The local manager also is encouraged to designate a specific area in which interviews are to be conducted. It is recommended the area be covered and that liquid refreshment be provided for the

coaches and athletes participating in interviews. The head coach of each competing team is required to cooperate with the news media by participating in interviews as quickly as possible following the conclusion of the contest and providing contest statistics/results if available. Participation by athletes in interviews is voluntary and at the discretion of the head coach.

(2) **FHSAA Finals.** A specific area in which interviews are to be conducted shall be established near the finish line. The area shall be covered and liquid refreshment shall be provided for the coaches and athletes participating in interviews.

#### **209.04 Restrictions.**

(1) **Access to Locker/Dressing Rooms.** The FHSAA operates under a closed locker-room policy at all FHSAA Finals state championship events. At no time will news media representatives be granted access to lockerrooms or dressing rooms at any state championship event. Team boxes, team benches, team huddles and dugouts are considered extensions of locker/dressing rooms.

(2) **Access to Competition Area.** Media representatives are not permitted in the competition area (i.e., within the field of play, on the playing court, etc.) at any time during a state series contest until the competition has concluded and a winner has been determined. Photographers shall honor photographer lines and designated areas when marked.

## **210. Awards**

### **210.01 Team Awards.**

(1) **District Tournaments.** Trophies are available for awarding to the champion and runner-up teams, and may be purchased from the FHSAA's authorized vendor by the host school or district as an expense of the meet as determined by those school representatives present at the district meeting, or individually by the champion and runner-up schools. There shall be no other team awards presented by outside organizations or individuals.

(2) **Regional Tournaments.** Trophies are available for purchase by the champion and runner-up teams from the FHSAA's authorized vendor. There shall be no other team awards presented by outside organizations or individuals.

(3) **FHSAA Finals.** Trophies will be awarded to the champion and runner-up in both classes in the FHSAA Finals. There shall be no other team awards presented by outside organizations or individuals.

(4) **FHSAA Authorized Vendor.** Trophies must be ordered from The Trophy Shop in Gainesville by calling (352) 372-8551. The vendor should also be contacted if problems are experienced in receiving trophies on time and in good condition.

### **210.02 Individual Awards.**

(1) **District and Regional Tournaments.** Ribbons to be awarded to the first six placing individuals will be furnished to the host school by the FHSAA Office. There will be no other individual awards presented by any organization or individual.

(2) **FHSAA Finals.** Medallions to be awarded to the first six placing individuals in each class will be furnished to the host school by the FHSAA Office. Medallions to be awarded members of the champion and runner-up teams also will be provided. There will be no other individual awards presented by any organization or individual.

### **210.03 Awards Ceremony.**

(1) **District and Regional Tournaments.** Formal awards ceremonies may be conducted following the conclusion of District and Regional Tournaments at the discretion of the local managers.

(2) **FHSAA Finals.** A formal awards ceremony will be conducted at the FHSAA Finals for each classification following the conclusion of the second round.

## **211. Officials**

**211.01 Selection.** The FHSAA does not register contest officials in the sport of golf. Each district is responsible for selecting the officials for its district tournament at the district meeting. The officials for each regional tournament will be selected by the local manager. The officials for the FHSAA Finals will be selected by the tournament manager.

**211.02 Payment.** Officials will be paid by the local manager of each state series tournament from the tournament budget.

# **Notes**

# **Notes**

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**Vice President:** Dave Horner, Athletic Director, Forest HS (Ocala)



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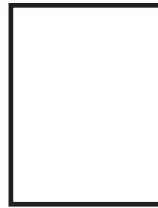
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