



John E. Roberts, Executive Director | Randy Allen, Assistant Director

1661 Ramblewood Drive • East Lansing, MI 48823-7329 • 517-332-5046 • Fax 517-332-4071 • Web mhsaa.com or mhsaa.net

10-6-2011

TO: MHSAA Girls Golf 2011 Finals Qualifying Teams & Individuals

FROM: Randy Allen, MHSAA Assistant Director

RE: Finals Qualifier Hotel Information

Congratulations on advancing to the 2011 MHSAA Girls Golf Finals. Qualifying teams and individuals are automatically entered in the MHSAA Finals - there is no need to submit any materials to the MHSAA office. Our Finals team waves will be based on the roster/ranking used at the Regional. Substitutions will be allowed each day at the Finals at time of check-in each morning as stated in the following Finals Qualifier information.

IMPORTANT HOTEL INFORMATION

Attached at the end of the "Finals Qualifier Information" that follows is hotel information for each of the areas where the Finals tournament are held (GR/Allendale area, Oakland University/Rochester area & MSU/Lansing area) As in the past, you book room reservations on your own and pay on your own.

SPECIAL HOTEL INFORMATION – DIVISIONS 3 & 4

Due to the Michigan/Michigan State football game Oct. 15 in East Lansing, hotel rooms are at a premium. To help our qualifying schools in Divisions 3 & 4 at Forest Akers West & East, we have some rooms on "hold" at several properties in the Lansing area for qualifying teams/individuals only (not parents). We would advise that you commute if possible, but if you need rooms, coaches or AD's should contact me directly via my cell at 517-819-9546 and I will assist in securing rooms for you.

Please contact me Friday, Oct. 7 or at your soonest convenience after your Regional as we need to book the rooms under your school name no later than Monday noon or they will be released. If you can find rooms on your own that's OK (maybe you already have), but we will try and help as best we can. It's best to go through me as calling the hotel directly can be chaotic and complicated. Please be reminded that you will be responsible for payment of rooms, the MHSAA does not reimburse hotel costs for the Golf Finals and schools will be limited to a maximum of 3 rooms (preferably 2).



MHSAA 2011 Girls Golf Finals Finals Policies & Procedures Qualifying Teams & Individuals



GF-24

Finals Greens Fees - \$29 per player/per day
(\$290 total per team)

Make checks payable to the Finals Course

Bring checks/payment to Finals course registration on Friday
Schools are responsible for greens fees both days of the Finals

TO: MHSAA Girls Golf Finals Qualifying Teams & Individuals
FROM: Randy Allen, MHSAA Assistant Director
RE: Finals Qualifier Information

Congratulations on advancing to the MHSAA Girls Golf Finals. Qualifying teams or individuals are automatically entered in the MHSAA Finals - there is no need to submit any materials to the MHSAA office. Please review the following information regarding the Finals. Any additional questions should be directed to our office at 517-332-5046 or my cell at 517-819-9546 or e-mail at: rallen@mhsaa.com Please pay particular attention to the coaching duties, privileges and restrictions that are new.

GENERAL INFORMATION – MHSAA Girls GOLF FINALS **(Information listed alpha by subject)**

CARTS – Motorized carts are not allowed for competitors. Players with physical disabilities may receive authorization from the MHSAA to use motorized carts by submitting a physician's statement of need in advance to the MHSAA. Pull carts (non-motorized types) are allowed at player expense.

Policies regarding motorized carts for coaches are specifically stated in the Participating School Tournament Information. Although it is preferred that coaches walk with their team, motorized carts may be rented by coaches with tournament manager approval. Cart rental, at coach's own expense, is \$34 per day at the Meadows, \$32 per day at Forest Akers and \$20 per day at Katke-Cousins. Coaches who rent carts may not share or transfer with other coaches. Carts are not to be used to provide transport for spectators. Any abuse of the cart policy will result in loss of cart use for the school coach for the remainder of the tournament. Should weather conditions prevent carts from being issued to coaches, they will be required to walk the course.

CELL PHONES/ELECTRONIC DEVICES – Coaches need to inform Finals participants that use of cell phones or other electronic devices (texting, calls, photos, etc.) is prohibited during competition and may result in disqualification. This restriction also applies to coaches if used in violation of the USGA advice rule.

COACHES MEETING – Coaches are required to attend the coaches meeting prior to the start of competition each day of the Finals. The coaches meeting will begin at 9:00 a.m. both Friday and Saturday.

COACHING DUTIES & PRIVILEGES - All players are required to have school designated coaching supervision at all levels of the MHSAA Golf Tournament. Coaches are required to facilitate check-in of their team/individuals, distribute scorecards to team/individuals, make substitutions, attend the coaches meeting and be on-site throughout the round to communicate with tournament management and/or rules officials when necessary. Coaches are no longer required to act as group observers but must adhere to the following:

On-Course Direct Coaching - The designated school coach may exercise "direct" coaching privileges on the course only during the time from green to tee, after all players have putted out and before the first player is ready to play on the next tee. Such coaching and conversation between green and tee may include advice and shall not delay pace of play.

Coaching Restrictions/Limits - Outside the allowed "direct" coaching period the designated school coach **may**: Monitor sportsmanship, assist in determining and/or report possible rules violations to tournament rules officials and players, assist in finding balls, remind players of rules options, keep galleries at appropriate distances, report player/spectator conduct violations to tournament officials, assist players during weather delays in seeking/finding shelter.

Outside the allowed "direct" coaching period the designated school coach **may not**: Give advice to players in violation of USGA Rule 8-1 such as club selection, method of making a stroke, influence determination of play, make rulings or assess penalties on USGA Rules, communicate other team members' performance, suggest club selection, give physical assistance, carry clubs, rake bunkers, tend flagsticks, approach players in order to challenge scores or provide use of their cart to players (except in emergencies, or

to assist with pace of play as determined by the manager), use cell phones or electronic devices to communicate with players in any way.

DISQUALIFICATIONS – Coaches and players are subject to MHSAA Regulation V, Section 3(D) regarding flagrant or unsportsmanlike conduct. If a player or coach is assessed such a DQ, they are disqualified from the next day of competition as coach or player. Therefore, if any player is disqualified under this regulation, they are eliminated from the entire competition. The penalty will be assessed at the end of the round.

A player who has been disqualified on day one for a golf rules infraction, will be disqualified for the remainder of that day and from individual competition on the second day. That player may compete on the second day for team honors. If a player is disqualified on the second day for a golf rules infraction, that player's score for the first day will remain as posted.

If a participating team can only post three scores due to multiple disqualifications, the team is eliminated from consideration for team honors. The remaining individuals may continue to compete for individual honors.

DISTANCE FINDERS – During the MHSAA Tournament, players will **not** be allowed to use distance finders of any kind, nor receive advice from a gallery member using a distance finder.

DRESS CODE - Proper golf attire, including a golf shirt, will be required at the MHSAA Finals. Bermuda shorts are permitted. Short shorts, cut-offs, jeans and tank tops are NOT permitted. Hats worn backward are not allowed. Mock turtleneck shirts designed and sold as golf attire are allowed. Managers will ask to have all golfers change clothing prior to tee time if they are not dressed properly. Any player not dressed properly WILL NOT BE ALLOWED TO COMPETE. It is the coach's responsibility to familiarize players with the rules of play and etiquette.

FINALS GROUPINGS – Players will be grouped in threesomes by team waves on day one of the Finals based on the coaches player ranking and team place from Regional competition. Day two threesomes will be based on first day results. If a coach wishes to change the Regional player ranking for the Finals, the MHSAA should be contacted no later than 3 p.m. on Monday, June 13. Individuals will be placed in groups after team waves based on Regional place.

FINALS COURSE ASSIGNMENTS

Division 1 – The Meadows, Grand Valley State University, Manager Dave Hutton

Division 2 – Katke-Cousins, Oakland University. Manager Nancy Johnson

Division 3 – Forest Akers West, Michigan State University, Manager Carol Melcher

Division 4 – Forest Akers East, Michigan State University, Manager Larry Judson

FINALS PRACTICE ROUNDS – Finals qualifying teams and/or individuals are allowed one practice round at the Finals course after the conclusion of their Regional and before the first day of the Finals. The practice round is a maximum of 18 holes and must be played on a single day, not over two days. Violations of the practice round limit will result in disqualification from the tournament. Note: Players may use the range and/or practice green at the Finals course at any time without penalty. Rates/contact info as follows:

The Meadows, GVSU - 616-331-1004 for practice rounds. Greens fees - \$29 weekday, \$31 weekend

Katke-Cousins, OU – 248-364-6300 for practice rounds. Greens fees - \$20 weekdays/\$24 weekend

Forest Akers East, MSU - 517-355-1635, for practice rounds. Greens fees - \$17 weekday, \$20 weekend

Forest Akers West - MSU - 517-355-1635, for practice rounds. Greens fees - \$29 weekday, \$31 weekend

GREENS FEES – Schools are also responsible to pay greens fees on both days of the Finals. Greens fees are \$29 for each player per day of the Finals. A 5-person team will therefore pay a total of \$290 greens fees for both days. An individual will pay a total of \$58 greens fees for both days. Checks/payment must be made on Friday at time of registration. Make checks payable to the Finals golf course.

HOTELS/TRAVEL EXPENSES – The MHSAA does not reimburse participating schools for hotel/travel expenses, nor does the MHSAA book rooms. A list of area hotel contact information follows for your convenience.

PACE OF PLAY - Each player is responsible for playing without undue delay under USGA Rule 6-7. An acceptable time frame for playing a stroke is no longer than 40 seconds once a ball has been found and identified and it is clearly his/her turn to play. Each player is responsible for his/her group maintaining a proper position on the course, i.e. no more than approximately one starting interval behind the preceding group throughout the round. When a group is out of position due to slow play, tournament management will issue a warning prior to penalties being assessed.

RANGE POLICIES – Participating teams and individuals will be assigned practice range times and locations on the range by host course personnel. At Forest Akers players competing at both the East & West courses use the single range on the East course. Range fees are included in the Finals greens fees.

SCORING RESPONSIBILITIES - All players in a group are required to keep a hole by hole score for another member of the group and themselves. At the end of each hole, players shall announce their score to their marker for recording on the scorecard. Each player's score shall be agreed to by their marker. At the end of the round, all players shall bring individual scorecards to the scoring area to confirm scores and sign scorecards with an adult meet official. All players in the group shall remain in the scoring area until scores are posted and confirmed.

All players in the MHSAA Tournament are responsible for the accuracy of their own score and that of the player for which they are scoring. Players who record false scores for themselves or knowingly allow other members of their group to record false scores or violate USGA rules are subject to penalty and/or disqualification.

SPECTATOR CARTS – As a general rule, use of carts is not extended to spectators. In cases of extreme medical need and only with prior approval from the MHSAA office will host tournament management provide cart access or assist in transporting people on the course.

SPECTATOR CONDUCT - During play, spectators may not give advice to a player, nor shall players ask for advice from spectators. Once play begins, spectators shall maintain a reasonable gallery distance from all players, approximately 25 yards is considered the minimum distance while observing play between tee & green. Violations are subject to penalties under USGA rule and spectators may be removed from the course. General encouragement of players is acceptable but there shall be no communication between spectators and players. At the turn, a spectator/family member may have appropriate communication (non-golf advice not in violation of rule 8-1) with players.

STARTING TIMES – Scheduled starting time is 10 a.m. on both Friday Saturday at the Finals, with check in time starting at 8 a.m. both days. Coaches meetings will be at 9 a.m. on Friday and Saturday and player meetings at 9:30 a.m. on both Friday and Saturday. Course conditions may delay start of play.

SUBSTITUTIONS – Substitutions are allowed each day of competition and must be on the Master Eligibility List. A coach may re-rank players for the Finals first day by 3 p.m. Mon., October 10 using the attached form.

TOURNAMENT FORMAT – The MHSAA Finals will be conducted in stroke play over 36 holes, 18 holes each day of competition. A shotgun start will be used each day. Team scores will consist of the top four scores from the team.

For additional questions regarding Finals policies and procedures contact:

Randy Allen, MHSAA Assistant Director rallen@mhsaa.com Cell – 517-819-9546
Deb Waddell, MHSAA Executive Assistant 517-332-5046 (MHSAA Office)
Andy Frushour, MHSAA Assistant Golf Coordinator afrushour@mhsaa.com



FINALS PRACTICE ROUND POLICY

Schools that qualify teams or individuals for the MHSAA Golf Finals are reminded of the policy adopted by the Representative Council regarding practice rounds at the Finals course. There is no longer a “blackout” period for practice rounds Monday through Thursday at the Finals course.

Teams and individuals that qualify for the MHSAA Finals golf tournament are allowed one practice round at their respective Finals course **after the Regional and before the first day of the Finals.** It is recommended that the school coach or school designated adult coordinate and supervise the practice round. All practice round tee times must be reserved by contacting the Finals course directly.

Students may not schedule a second round on their own at the Finals course during this period, as that is a violation and the player is subject to disqualification. The allowed practice round is to be scheduled over one day, not multiple days. Practice rounds at the Finals course **prior** to the MHSAA **Regional** are not restricted.

MHSAA FINALS CART POLICY FOR COACHES

Policies regarding motorized carts for coaches are specifically stated in the Participating School Tournament Information. Coaches may rent carts at their own expense with tournament manager approval. Cost is \$17 per day at the Meadows, \$17 per day at Forest Akers and \$25 per day at Katke-Cousins.

Courses may restrict or prohibit cart use by coaches due to weather conditions.

When carts are rented by coaches they shall not be used to transport players, clubs, or equipment except in cases of emergency (bringing players to shelter during lightning, severe weather). Coaches who rent carts may share with other coaches but under no circumstances shall more than two school coaches be on a single cart. Carts are not to be used to provide transport for spectators. Any abuse of the cart policy will result in loss of cart use for the school coach for the remainder of the tournament.

MEDICAL NEED CART POLICY

During MHSAA tournament golf competition, use of motorized carts by competitors is not allowed. **EXCEPTION:** Permission for use of motorized carts for medical reasons may be granted by the MHSAA with a written request is made by a school administrator. The written request must include a physician’s statement specifying the medical need. Permission will be granted only when the medical need is due to a legitimate physical disability, recovery from a serious surgical procedure or a chronic medical illness such as a serious heart condition or debilitating illness. A physician’s statement by itself does not automatically allow for use of a motorized cart. Fees associated with such use are the responsibility of the student and/or school.

Coaches should contact Randy Allen at the MHSAA (517-332-5046) with questions.



2011 GIRLS FINALS GOLF TOURNAMENT

FINALS PLAYER RANKING CHANGE FORM

*****Use only if ranking is changed from Regional, there is no need to send this form if there are no ranking changes in your team – individual qualifiers do not need to send this form*****

*****Substitutions may be made at Finals check-in, do not send this form if you have substitutions as they will be taken care of at Finals check-in*****

Players will be grouped by team waves in threesomes at the 2011 MHSAA Girls Golf Finals. The first day **team** waves will be determined by the coach's player ranking and Regional team place. **Individuals** will be placed in groups after the team waves based on their Regional place. The MHSAA will assign groups based on the coach's team ranking from the Regional Tournament. If a coach wishes to change the player ranking, it must be submitted to the MHSAA by 3 p.m. on Monday, Oct. 10. If player team rankings are changed from those used at the Regional, the coach should complete this form and fax it to the MHSAA at 517-332-4071.

SCHOOL _____ COACH _____

	<u>Last</u>	<u>First</u>	<u>Grade</u>
1.	_____	_____	_____
2.	_____	_____	_____
3.	_____	_____	_____
4.	_____	_____	_____
5.	_____	_____	_____

THIS FORM SHOULD BE FAXED TO THE MHSAA
BY 3 P.M. ON MONDAY, OCT. 10, 2011

FAX # - 517-332-4071

GVSU-Grand Rapids Area Hotels

Allendale

The Sleep Inn
4869 Becker Dr.
616.892.8000

Walker

Quality Inn Grand Rapids North
2171 Holton Ct. NW
616.791.8500

Grand Rapids

Hampton Inn Grand Rapids North
500 Center Dr. NW
616.647.1000

Holiday Inn Express Grand Rapids North
358 River Ridge Dr. NW
888.897.0084

Radisson Hotel Grand Rapids North
270 Ann St. NW
616.363.9001

Baymont Inn
2151 Holton Ct. NW
616.735.9595

Sleep Inn & Suites
4284 29th St. SE
616-975-9000

Oakland University-Rochester Hills area Hotels

Comfort Inn Suites
1565 North Opdyke Rd
Auburn Hills, MI 48326
248-370-0200

Staybridge Suites
2050 Featherstone Rd
Auburn Hills, MI 48326
248-322-4600

Fairfield Inn-Marriott
1294 Opdyke Rd
Auburn Hills, MI 48326
248-373-2228

Crowne Plaza
1500 Opdyke Rd
Auburn Hills, MI 48326
248-373-4550

Hampton Inn
1461 N. Opdyke Rd
Auburn Hills, MI 48326
248-370-0044

Hilton Suites
2300 Featherstone Rd
Auburn Hills, MI 48326
248-322-2305

Hyatt Place
1545 North Opdyke Rd
Auburn Hills, MI 48326
248-475-9393

Courtyard by Marriott Bloomfield Hills/Pontiac
3555 Centerpoint Parkway
Pontiac, MI 48341
248-858-9595

Holiday Inn Express & Suites
3990 Baldwin
Auburn Hills, MI 48326
800-448-2296

Courtyard-Marriott – Auburn Hills
1296 N. Opdyke Rd.
Auburn Hills, MI 48326
248-373-4100

Wingate by Wyndham
2200 Featherstone Rd.
Auburn Hills, MI 48326
248-334-3324

Holiday Inn Express (Birmingham)
35270 Woodward Ave
Birmingham, MI 48009
248-642-6200

MSU-Lansing Area Hotels

DEWITT

Sleep Inn of DeWitt
1101 Commerce Park Dr.
669-8823

EAST LANSING

Howard Johnson
1100 Trowbridge Rd
351-5500

Holiday Inn Express
2924 West Rd
333-0300

Candlewood Suites
3631 Forest Rd.
351-8181

Kellogg Hotel & Conf. Center
Michigan State University
432-4000

Marriott East Lansing
300 M.A.C. Ave.
337-4440

TownePlace Suites by Marriott
2855 Hannah Blvd.
203-1000

LANSING

Courtyard by Marriott
2710 Lake Lansing Rd
482-0500

Country Inn & Suites
6511 Centurion Dr
827-7000

Causeway Bay Hotel
6820 S Cedar St
694-8123

University Quality Inn
3121 E Grand River Ave
351-1440

Radisson Hotel – Lansing
111 N Grand Ave
482-0188

Red Roof Inn – East
3615 Dunckel Rd
332-2575

Lexington Lansing Hotel
925 S Creyts Rd
323-7100

OKEMOS

Holiday Inn Express & Suites
2209 University Park Dr
349-8700

Fairfield Inn by Marriott
2335 Woodlake Dr
347-1000

Hampton Inn & Suites
2200 Hampton Pl.
349-6100

Comfort Inn
2187 University Park Dr
347-6690