



MHSAA 2023 Girls Golf Finals Finals Policies & Procedures Qualifying Teams & Individuals



Shotgun start time in all Divisions will be 10:00 a.m.
Check-in starting at 8:00 a.m.
Coaches meeting starting at 9:00 a.m.
Players meeting starting at 9:30 a.m.

Finals Greens Fees - \$32 per player/per day (\$320 total per team)
Make checks payable to the Finals Course

Bring checks/payment to Finals course registration on Friday

[MSU online payment link \(ONLY FOR D1 & D2 schools competing at Forest Akers GC\)](#)

[Bedford Valley online payment link \(ONLY for D4 schools competing at Bedford Valley\)](#)

Schools are responsible for greens fees both days of the Finals

Checks for practice rounds or coaches carts should be separate from Finals greens fee payment.

TO: MHSAA Girls Golf Finals Qualifying Teams & Individuals
FROM: Andi Osters, 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 517-242-5117 or e-mail at: andi@mhsaa.com Please pay particular attention to the coaching duties, privileges and restrictions and player scoring responsibilities.

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

ADMISSION – Spectator admission is \$10.00 per car, per day, payable at the parking lot entrance of each venue. Teams and/or individual golfers will be admitted at the entrance.

ALCOHOL/TOBACCO POLICY - Use of alcohol or tobacco, including e-cigarettes or other smoking devices is prohibited at MHSAA tournament events by players, coaches and spectators. Managers should stress in coaches meetings that they are not to use tobacco at the tournament venue.

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. Coaches who rent carts may share cost with other school designated coaches. Cart rental, at coach's own expense, is \$20 per day at each Finals course. 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.

Carts may be rented only to those spectators with handicapped parking privileges with course and Finals Manager approval. Managers should first offer to transport such persons to areas of the course.

CELL PHONES/ELECTRONIC DEVICES – **CELL PHONES & ELECTRONIC DEVICES** – Cell phones can be used by players in four specific circumstances. (MHSAA Local Rule)

- To call a coach or tournament manager for a health or safety issue
- To call a rules official with questions
- To input scores for live scoring or other scoring programs being used
- To use as a distance measuring device

NOTE: See "Distance Finders" language regarding approved use of conforming device. Any player who receives information using electronic devices is subject to a two stroke penalty for each occurrence (Rule 10.2a., Advice). Continued violation of this rule will result in disqualification. Spectators who use cell phones or other electronic devices on the course to communicate with players or coaches are subject to removal from the course.

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, ensure that all players have downloaded and can use the MHSAA Golf app, 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:

Coaching Privileges Defined - During the MHSAA tournament **two school designated coaches** with proper lanyard ID will be allowed to coach players from his/her school team during play. The coaching period will be anytime during play except when a coach's player has physically reached the green, at which time coaching is no longer allowed.

While players are conducting tee shots, it is recommended that coaching and/or communication with players in a group be kept to a minimum. Coaching shall not slow pace of play. Coaches shall exhibit good sportsmanship, monitor sportsmanship of players, keep spectators at a reasonable distance and keep pace of play moving. Violation of conduct expectations shall result in the loss of coaching privileges.

Coaches may not call rules violations or assess penalties, but are encouraged to remind players and rules officials of possible rules violations or penalties when they occur, and/ or assist in preventing any such rules violation.

Coaches may not be physically on the green to perform duties such as reading or lining up putts, or tending the pin and coaches may not rake bunkers or carry a player's clubs. Coaches should keep a reasonable distance from the green while players putt.

Additional clarifications:

- Coaches should monitor sportsmanship and report player conduct issues to the Finals Manager immediately.
- Coaches should be on the course helping facilitate pace of play, checking scores on the golf app and keeping galleries at reasonable distance.
- Coaches **may** "intervene" with their own players and other players when advising or reminding a player to consult USGA rules and be pro-active in matters of rules compliance. When doing so, coaches should not pose as a rules official, or as a member of the rules committee.
- Coaches **may** communicate to a player they can request a rules official and assist in summoning a rules official for the player.
- Coaches **may not** assess penalties to players.
- Coaches **may not** give rules interpretations; only remind players of options and the need to follow rules.
- Coaches **may not** use carts to transfer players or spectators. Exception: Transport of players/spectators to safety in bad weather/lightning situations.

DISTANCE FINDERS – Distance finders that measure **distance only** will be allowed for use in the MHSAA Regional and Finals tournament in 2023 as a "local rule" adopted by the MHSAA under USGA Rule 4.3a, as follows:

"...the device must be limited to measuring distance only. Features that would render use of the device contrary (i.e. illegal) to the local rules include:

- The gauging or measuring of slope.
- The gauging or measuring of other conditions that might affect play (e.g. wind speed or direction or other climate based information such as temperature, humidity, etc.).
- Recommendations that might assist the player in making a stroke or in his/her play (e.g. club selection, type of shot to be played, green reading or any other advice related matter).
- Calculating the effective distance between two points based on slope or other conditions affecting shot distance.

If, during a stipulated round, a player uses a distance-measuring device that is designed to gauge or measure other conditions that might affect his/her play (e.g., gradient, wind-speed, temperature, etc.), the player is in breach of Rule 4.3a, for which the penalty is disqualification, regardless of whether any such additional functions are actually used.

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.

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, jean shorts 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, October 10. Individuals will be placed in groups after team waves based on Regional place.

FINALS COURSE ASSIGNMENTS

Division 1 – Forest Akers West, MSU, East Lansing

Division 2 – Forest Akers East, MSU, East Lansing

Division 3 – The Meadows, GVSU, Allendale

Division 4 – Bedford Valley, Battle Creek

Shotgun start time in all Divisions will be 10:00 a.m.

Check-in starting at 8:00 a.m.

Coaches meeting starting at 9:00 a.m.

Players meeting starting at 9:30 a.m.

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:

Forest Akers West, MSU - 517-355-1635 - Greens fees - \$32 (walking rate)

Forest Akers East - MSU - 517-355-1635 - Greens fees - \$32 (walking rate)

The Meadows, GVSU - 616-331-1004 - Greens fees - \$32 (walking rate)

Bedford Valley, Battle Creek – 269-965-3384 - Greens fees - \$32 (walking rate)

GREENS FEES-FINALS – Schools are also responsible to pay greens fees on both days of the Finals. Greens fees are \$32 for each player per day of the Finals. A 5-person team will therefore pay a total of \$320 greens fees for both days. An individual golfer will pay a total of \$64 greens fees for both days. Checks/payment must be made on Friday at time of registration. Make checks payable to the Finals golf course. Checks for practice rounds and other expenses should be paid for separately from Finals greens fee payment to the 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 for each finals community is included in this file 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 upon arrival at the course. 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:– MHSAA local rule – Maximum allowable score of **10** strokes will be used in MHSAA play at Regionals and Finals.

SCORING RESPONSIBILITIES - Tournament competitors will keep score for each other at MHSAA Finals Tournaments using the **MHSAA iWanamaker Golf app**. Each player in the group must download the MHSAA app and use this to score during the round. **Live scoring is mandatory for each player.**

- Each competitor will serve as a marker for another player using hole-by-hole scoring on the MHSAA iWanamaker app.
- Scores will be entered using the players own personal devices as used all season. If a player does not have a device, then a coach may enter the scores for that player, a fellow competitor may enter the scores or the scores may be entered at the end of the round by a coach or tournament administration. Instructions on this will be given on site by Finals management.
- All live scores are considered unofficial until the close of competition and all scores are in.
- A live scoreboard with team and individual scores will be available on the MHSAA Golf app.
- Digital scorecards are required for players in MHSAA events. Paper scorecards may be used as a backup for the digital scorecard.
- Score shall be verbalized by players so all in group, including the scorer for that player, can hear. If there is a discrepancy between score marked and score announced, the marker shall ask the player to review strokes in presence of other players in foursome.

All questions on number of strokes shall be settled before starting play on next hole. Score must be verified before first tee shot is made on next hole. At the end of the round all members of the playing group shall bring scorecards/phones to the scoring table together and review scores and questions with tournament management and score recording personnel. Scoring issues can be corrected while players remain in the scoring area. All players in the group shall remain in the scoring area until electronic scorecards are confirmed, scores are verified and attested.

The following shall be the procedure after a round is completed at all MHSAA Golf venues.

- 1) At the completion of the round, the competitors will assemble in the scoring area. There will be at least one Golf Finals management team member or their designee.
- 2) The competitors confirm their hole-by-hole scores with their marker (this can also be done prior to going to the scoring table).
- 3) The competitors are asked if they have any rules questions. The competitors are also asked if a second ball was played under Rule 18-3 at any time during the round.
- 4) The committee member will ask the competitors review and verify scores when they are satisfied that their hole-by-hole scores are correct. The competitors remain at the table.
- 5) The Golf Finals management team member may ask the competitors for clarification or questions about the round.
- 6) Once scores are verified, golfers will sign their scorecard on the MHSAA Golf app. To do this, they will navigate to their scorecard by touching their name on either the score page or on the individual leaderboard.
- 7) The competitors leave the scoring area and the scores are then moved to the board for posting.

SPECTATOR CARTS – Carts may be rented only to those spectators with a valid handicapped parking privilege with course and on-site Finals Manager approval. Managers should first offer to transport such persons to areas of the course. Carts are available on a first come, first serve basis and are not guaranteed for all handicapped spectators who desire to have a cart. The cart cost is \$20 a round at each site if carts are available. **Please do not assume that you can get a cart, even if you have a physical disability.**

A policy of good judgment applied on a case-by-case basis is usually the best approach. Many courses may not rent carts during the pandemic and simply because a spectator has a medical need does not require the course to provide or rent a cart for spectator use.

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 10.2a.) with players.

START TIMES – Scheduled starting time is 10 a.m. on both Friday and 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. Coaches are responsible to check in their teams and must do so to play the round.

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. Monday, October 10 using the attached form.

TIEBREAKER PROCEDURES - At the **MHSAA Finals**, the team champion is based on the total score of Friday and Saturday competition. The lowest 4 scores from each day comprise the total score regardless of whether or not they are the same 4 players. When a tie for Finals team championship honors occurs, the tie shall be broken by adding the 5th scores from Friday and Saturday competition. If the tie is still not broken:

1. The 5 players from each team shall compete in a sudden victory play-off to break the tie.
2. All 5 players' scores count in the play-off to break the tie.
3. Place two members and three members from each team into fivesomes.
4. The tournament host and golf course professional will determine the hole where the play-off will begin.
5. If a team with four players ties a team with five players, the five player team wins the tiebreaker by default.

When a tie for team runner-up honors occurs, the tie shall be broken by adding the 5th scores from Friday and Saturday competition. If there is still a tie after checking 5th player scores, co-runners-up will be declared, there is no playoff and both teams receive trophies & medals. The medalist honor will be awarded to the player with the lowest total score over the 2 day event. Only ties for medalist will be broken by a sudden victory playoff with the Finals host determining the starting hole. **TEAM TIES SHALL BE BROKEN VIA PLAYOFF BEFORE INDIVIDUAL TIES.**

TOURNAMENT FORMAT – The MHSAA Finals will be conducted in stroke play over 36 holes on two days of competition. A shotgun start will be used. Team scores will consist of the top four scores from the team. Individual golfers who qualify will compete with their scores matched against team competitors to determine individual order of finish.

Team waves will be determined using Regional number (rotated annually), place within that Region, and coach's player ranking. Individual qualifiers are placed using the same protocol, only using Region number, and qualifying position. For the 2022 Finals, the Regional rotation is as follows:

Division 1	3-4-5-6-1-2
Division 2	9-10-11-12-7-8
Division 3	15-16-17-18-13-14
Division 4	21-22-23-24-19-20

For additional questions regarding Finals policies and procedures contact:

Andi Osters, MHSAA Golf Director andi@mhsaa.com Cell – 517-242-5117
Cole Malatinsky, MHSAA Golf Asst. cole@mhsaa.com 517-332-5046 (MHSAA Office)



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. If a non-school event is scheduled on that course between Regional and Finals play, that event will count as their practice round for that player.

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.

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 (\$20) with tournament manager approval. **Courses may restrict or prohibit cart use by coaches due to weather conditions, cart availability or health and safety factors.**

When carts are rented by coaches they shall not be used to transport players, clubs, or equipment except in cases of emergency (bringing players/spectators 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 (from two schools) 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.

SPECTATOR CART POLICY IN 2023

As a general rule, use of carts is not extended to spectators. Carts may be rented only to those spectators with handicapped parking privileges with course and manager approval and discretion. Managers should first offer to transport or shuttle such persons to areas of the course. The cost of a handicapped spectator cart will be \$20.00 a round at each site if carts are available.

A policy of good judgment and understanding applied on a case-by-case basis is usually the best approach. Many courses may not rent carts during the pandemic and simply because a spectator has a medical need does not require the course to provide or rent a cart for spectator use.

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 Andi Osters at the MHSAA (517-332-5046) with questions.



2023 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 2023 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 or email it to the MHSAA at 517-332-4071 or andi@mhsaa.com.

SCHOOL _____ COACH _____

COACH PHONE _____ COACH EMAIL _____

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

THIS FORM SHOULD BE EMAILED TO THE MHSAA
BY 3 P.M. ON MONDAY, OCT. 16, 2023

andi@mhsaa.com



GOLF FINALS TOURNAMENT

BATTLE CREEK AREA HOTELS

Gull Lake View Fairway Villas
7417 N. 38th St. (M-89 just east of Richland)
Augusta
269-731-5013

McCamly Plaza
50 Capital Ave.
Battle Creek (downtown)
269-963-7050

Holiday Inn
12812 Harper Village Dr.
Battle Creek
269-979-0500

Hampton Inn
1150 Riverside Dr. (on I-94)
Battle Creek
269-979-5577

Comfort Inn
11081 Capital Ave. SW
Battle Creek
269-965-3201

Fairfield Inn
4665 Beckley Rd. (on I-94)
Battle Creek
269-797-8000

Baymont Inn
4725 Beckley Rd.
Battle Creek
269-979-5400

*Other hotels are available in the Marshall at the I-94/127 intersection just east of Battle Creek



GOLF FINALS TOURNAMENT

GRAND RAPIDS AREA HOTELS

Sleep Inn & Suites
4869 Becker Dr.
Allendale
616-892-8000

Quality Inn
2171 Holton Ct. NW
Walker
616-791-8500

Holiday Inn Express Hotel & Suites
358 River Ridge Dr. NW
Walker
616-647-4100

Baymont Inn & Suites
2151 Holton Ct. NW
Walker
616-735-9595

Hampton Inn Grand Rapids North
500 Center Dr. NW
Grand Rapids
616-647-1000

The Gatehouse Suites
2701 E. Beltline Ave. SE
Grand Rapids
616-957-3699

Radisson Hotel Grand Rapids North
270 Ann St. NW
Grand Rapids
616-363-9001

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

Spring Hill Suites by Marriott
450 Center Dr. NW
Grand Rapids, MI
616-785-1600

Holiday Inn Express Hotel
4651 36th St.
Grandville
877-859-5095

Comfort Suites
4520 Kenowa Ave. SW
Grandville
616-667-0733



2023 GIRLS GOLF FINALS TOURNAMENT

LANSING AREA HOTELS SPECIAL RATES & ROOM BLOCKS

<i>FACILITY</i>	<i>EVENT RATES</i>	<i>AMENITIES</i>
Best Western Okemos/East Lansing Best Western Okemos/East Lansing Hotel & Suites Hotel Rooms (517) 349-8700	•\$199.00 •50 rooms blocked for TEAMS ONLY	Complimentary Breakfast Fitness Center Indoor Pool Business Center