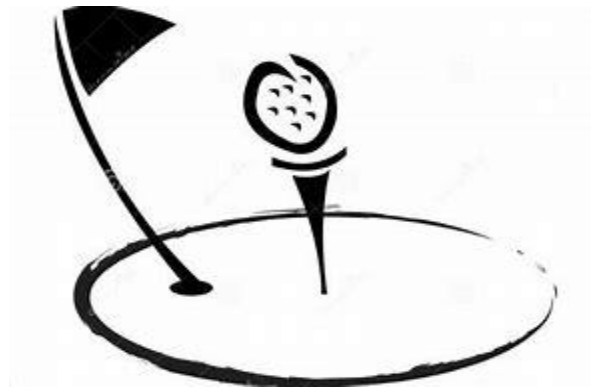




MHSAA 2020 Girls Golf Finals Finals Policies & Procedures Qualifying Teams & Individuals



2020 Finals Course Assignments

Friday, Oct. 16 – D1 – Forest Akers East – MSU – Shotgun start at 11:15 a.m.
Friday, Oct. 16 – D2 – Forest Akers West – MSU – Shotgun start at 10:15 a.m.
Saturday, Oct. 17 – D3 – Forest Akers East – MSU – Shotgun start at 11:15 a.m.
Saturday, Oct. 17 – D4 – Forest Akers West – MSU – Shotgun start at 10:45 a.m.

Shotgun start times will be different on each course.

Please ensure that you are on the right course and at the right time according to your division.

Scheduled range times will start at:

9:15 a.m. for FA West competitors (D2, D4) and 10:00 a.m. for FA East competitors (D1, D3)

Coaches meeting will be a Zoom meeting on Thursday, October 15 in the evening.

A Zoom meeting invitation will be sent to head coaches of all qualifying teams and individuals

Finals Greens Fees - \$32 per player

(\$160 total per team) Greens fee payment must be made prior to the Finals round.

Checks made payable to Forest Akers East or West golf courses or use the online payment option:

[MHSAA STATE FINALS PAYMENT LINKS AND INFORMATION PAGE | Forest Akers Golf Courses](#)

Click the following link for payment: [MHSAA ONLINE REGISTRATION](#) Practice Rounds are \$32 per player (Walking or Riding), Coaches cart for practice rounds are included in pricing

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 517-899-2656 or e-mail at: cody@mhsaa.com Please pay particular attention to the coaching duties, privileges and restrictions, return to golf guidelines 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.

AWARDS CEREMONY – The MHSAA will conduct a modified awards ceremony where the top individuals and teams will be awarded medals and trophies. Physical distancing and masks will be worn in this ceremony.

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. Coaches must have this authorization with them for any players that have been granted permission for use of a cart. 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. For 2020, school coaches are not permitted to share carts – each school designated coach must get his/her own cart. Cart rental, at coach's own expense, is \$20 a day at each Forest Akers golf courses. 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.

For 2020, Spectator carts will not be available to any patron at Forest Akers Golf Courses.

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

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 a Zoom coaches meeting prior to the start of competition. While there will be no on-site coaches meeting, coaches will be required to check in on the morning of their Finals with tournament management.

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 online Zoom 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 **one school designated coach** 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 the 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 proactive 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 2020 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. 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 12. Individuals will be placed in groups after team waves based on Regional place.

FINALS COURSE ASSIGNMENTS

Friday, Oct. 16 – D1 – Forest Akers East – MSU – Shotgun start at 11:15 a.m.

Friday, Oct. 16 – D2 – Forest Akers West – MSU – Shotgun start at 10:15 a.m.

Saturday, Oct. 17 – D3 – Forest Akers East – MSU – Shotgun start at 11:15 a.m.

Saturday, Oct. 17 – D4 – Forest Akers West – MSU – Shotgun start at 10:45 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)

GREENS FEES-FINALS – Schools are also responsible to pay greens fees for Finals. Greens fees are \$32 for each player per day of the Finals. A 5-person team will therefore pay a total of \$160 greens fees. An individual will pay a total of \$32 greens fees. Online payment for practice rounds greens fees and other expenses is preferred and can be done through the [Forest Akers website](#). Checks/online payment must be made by Friday or Saturday prior to golfing. 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. It is not recommended that teams stay overnight at this year's Finals. If hotel stays are needed, schools must make those arrangements themselves.

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 which cannot be prior to the stated arrival

time. 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: New in 2019-20, and continuing in 2020-21 – MHSAA local rule – Maximum allowable score of 12 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 score their own round, as well as 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.
- 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.
- A single player may keep score for the whole group. Players may attest to scores during each round using their personal devices.
- 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 physically distanced 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) The competitors leave the scoring area and the scores are then moved to the board for posting or confirmed in the MHSAA golf app.

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 – For the 2020 MHSAA Girls Golf Finals there are **no spectator carts available for use or rental for any reason at Forest Akers East or West golf courses.**

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 9:30 a.m. on both Friday and Saturday at the Finals on Forest Akers West, with starting time on Forest Akers East at 10:30 a.m. The arrival time and start of range times for D2 and D4 golfers on the West course will be 8:15 a.m. while the East course arrival and start of range times for D1 and D3 golfers will start at 9:15 a.m. Coaches are responsible to check in their teams and must do so in order to play the round. Course conditions may delay start of play.

SUBSTITUTIONS – Substitutions are allowed up to 30 minutes prior to the start of competition and must be on the Master Eligibility List of that school. A coach may re-rank players for the Finals from Regionals by 3 p.m. Monday, October 12 using the attached form.

TIEBREAKER PROCEDURES – At the **MHSAA Finals**, the team champion is based on the 18 hole total score. The lowest 4 scores from that day comprise the total score. When a tie for Finals team championship honors occurs, the tie shall be broken by comparing 5th player scores. If the tie is still not broken:

1. The 5 players from each team shall compete in a sudden victory playoff to break the tie.
2. All 5 players' scores count in the playoff 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 playoff 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 comparing 5th player scores. 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 18 hole 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 18 holes on one day 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 2020 Finals, the Regional rotation is as follows:

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

2020 MHSAA COVID RELATED RETURN TO GOLF FINALS GUIDANCE

As has been done during the 2020 Girls Golf regular season, there are several MHSAA Guidelines that continue into the MHSAA Girls Golf postseason. Please ensure that you continue to follow the guidance in the MHSAA Return to Play documents found in the link below. Please also know that further updates could occur prior to the Finals and all schools/teams will be notified with any changes via email to the coach and AD of the school.

<https://www.mhsaa.com/portals/0/Documents/AD%20Forms/PACKET%20GGF.pdf>

Several key aspects of the Golf Return to play plan will be in place at Michigan State University Forest Akers Golf courses. Please ensure that your players, parents and coaches follow the below guidance or risk being asked to leave the course.

Face Coverings:

While in active participation and when proper physical distancing can be practiced, facial coverings are not required for athletes in Golf at the Finals. Coaches are required to wear face coverings at all times. In addition, management, school administrators, media and all staff are required to wear face coverings. Any time athletes are not actively participating, coaches, media and spectators must also wear facial coverings. Spectators are required to wear face coverings. Remember that social distancing **MUST** be followed at all times for everyone except athletes and officials involved in active participation during the contest. Please do not put yourself or others in a difficult situation. If you can't follow this requirement and health and safety protocol on facial coverings, please do not come to the Golf Finals.

Spectators: Health and Human Services guidelines on spectators require outdoor venues like golf courses to maintain no more than 30 spectators per 1,000 square feet of the facility, up to a maximum of 1,000 spectators. MHSAA and MSU will follow this guideline on spectators and monitor the spectator size throughout the tournament.

Pre-Finals screening: All coaches and student-athletes should be screened prior to participation in the MHSAA Golf Finals for signs and symptoms of COVID-19, including with a temperature check. This check may be completed and verified prior to arrival onsite (at home, for example). Anyone with a temperature of greater than 100.3 degrees should not participate. Any person displaying symptoms of COVID-19 should not participate, should self-isolate and contact his or her primary care provider or other health-care professional. Coaches and Administrators should continue to insist that coaches and students disclose symptoms so all schools can compete safely.

General MHSAA Golf Finals competition golf guidance

Coach modeling- Coaches should be great role models for their players and observe the stay safe, stay healthy guidelines.

Player habits – Coaches should work to continue to reinforce safe and healthy habits. This includes staying away from touching their face, physical distancing of 6 feet between individuals, use of masks while not actively participating and constant hand washing. No pre-match and post-match handshakes/high-fives/fist bumps.

Hand sanitizer and/or sanitizing wipes – Players, coaches, and officials are encouraged to provide their own hand sanitizer (at least 60% alcohol) and/or sanitizing wipes.

Course and player equipment – Players should not touch the flagstick, bunker rakes or ball cleaning devices on the course. Players should use their own equipment and golf balls. Players should not touch other players equipment or golf balls.

Food policy - All players shall bring their own water bottle or drinks. Water bottles must not be shared. Prepackaged, commercially prepared food and individual food bags should be used as an alternative to team coolers. Team coolers will not be allowed.

End of round procedures – Attesting and verifying the round will be done via the MHSAA iWanamaker Golf app with a MHSAA Golf Finals team member with the entire group physically distanced after the round is completed. (See scoring procedures for more protocols.)

For additional questions regarding Finals policies and procedures contact:

Cody Inglis, MHSAA Assistant Director cody@mhsaa.com Cell – 517-899-2656

Cole Malatinsky, MHSAA Executive Assistant cole@mhsaa.com 517-332-5046 (MHSAA Office)

Andy Frushour, MHSAA Assistant Golf Coordinator andyf@mhsaa.com Cell – 517-449-8256



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.

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 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 2020

Due to several uncontrollable factors, there will be no use or rental of carts for spectators at the 2020 MHSAA Girls Golf Finals.

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 Cody Inglis at the MHSAA (517-332-5046) with questions.



2020 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 2020 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. 12. If player team rankings are changed from those used at the Regional, the coach should complete this form and email it to the MHSAA at cole@mhsaa.com or cody@mhsaa.com.

SCHOOL _____ COACH _____

	<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. 12, 2020

cody@mhsaa.com