



The R&A
St Andrews, Fife
Scotland KY16 9JD

Tel: +44 (0) 1334 460000
Fax: +44 (0) 1334 460003

www.randa.org
www.opengolf.com

September 2011

To: All Affiliated Unions/Associations

**R&A TOURNAMENT ADMINISTRATORS AND REFEREES SCHOOL
7 - 10 FEBRUARY 2012, FAIRMONT ST ANDREWS**

The 2012 R&A Tournament Administrators and Referees School will be held in St Andrews on 7 – 10 February 2012 and, on behalf of Mr Chris Hilton, Chairman of the Rules of Golf Committee, it is my pleasure to invite you to send up to two representatives of your Union/Association to this School.

The emphasis of the School will be on tournament administration and refereeing (see provisional programme of events enclosed). It will be assumed that those delegates attending possess a very good knowledge of the Rules of Golf. Attendees should already have attended some form of Rules Schools, either run by The R&A or a national body, and should be involved in the running of tournaments. Delegates will also need a good command of English. There is an Exam on the first day of the School and all delegates are strongly recommended to take it. Delegates should undertake study in advance of the School as it is not the purpose of the School to prepare delegates for the Exam.

The Registration fee is £175 and, in view of the expected demand for places, Unions/Associations are encouraged to send new representatives to the School.

I would be pleased if you would indicate on the attached form whether or not you wish to send any representatives of your Union/Association to the 2012 R&A Tournament Administrators and Referees School. Names at this stage are not essential, but we must receive an indication of your intention to send representatives to the School by Monday 24 October 2011.

There is a limit of 72 places available at the 2012 School and, therefore, it is not possible to guarantee each Union/Association two places. Places will be allocated immediately after the closing date, at which time we will also create a reserve list. Unions/Associations are asked not to request places unless they are absolutely committed to sending delegates.

In early December, we will send a study guide and a copy of "Decisions on the Rules of Golf 2012-2013" to each delegate via their Union/Association along with an invoice on behalf of each delegate for £175.

We look forward to hearing from you.

GRANT MOIR
Director - Rules of Golf

Enc

Ref: R.5(2012)

**R&A Tournament Administrators and Referees School
7 - 10 February 2011, Fairmont St Andrews**

Please tick () the appropriate box.

Our Union/Association wishes to send

One representative

Two representatives

No representatives

to the 2012 R&A Tournament Administrators and Referees School.

Signed _____

Union/Association _____

Date _____

Contact Email _____

Contact Telephone Number _____

N.B. TO BE RETURNED BY MONDAY 24 OCTOBER 2011

FAX NO. 00 44 (0) 1334 460003

EMAIL: elinorsteven@randa.org

R&A TOURNAMENT ADMINISTRATORS AND REFEREES SCHOOL
7-10 FEBRUARY 2012
PROGRAMME OF EVENTS (PROVISIONAL)

Tuesday 7 February

- 6.15 pm Registration and Drinks Reception, The Atrium at Fairmont St Andrews
7.00 pm Dinner, Robert Louis Stevenson Room

Wednesday 8 February

- 8.45 am Introduction
9.00 am Practical Demonstration (5 x 20 minute Rules refreshers)
11.00 am Tea/Coffee Break
11.30 am Video Group Discussion
12.50 pm Delegates Photograph
1.00 pm Lunch
2.00 pm Brief Advice on Exam
2.30 pm Exam
5.00 pm Close of 1st Day
6.30 pm Buffet Dinner, The Atrium at Fairmont St Andrews

Thursday 9 February

- 9.00 am The Committee, Conditions of Competition and Local Rules
9.45 am Course Marking
10.30 am Tea/Coffee Break
11.00 am Starting and Recording
11.30 am Suspension of Play and Course Evacuation
12.00 pm Guidance on Temporary Obstructions
12.30 pm Lunch
1.30 pm Pace of Play
2.15 pm Guidance on Officiating
3.00 pm Tea/Coffee
3.30 pm Refereeing on the European Tour

- 5.00 pm Explanation of Role Play
- 5.10 pm The R&A and Golf Development
- 5.30 pm Close of 2nd Day
- 7.00 pm Drinks and Informal Buffet in Fairmont "Pub"

Friday 10 February (Delegates Divided Into Two Sections)

Section 1

- 9.00 am Role Play Session
- 11.00 am Tea/Coffee break
- 11.30 am Role Play Session Continued
- 12.30 pm Lunch
- 1.45 pm Course Set-Up
- 2.45 pm Tea/Coffee Break
- 3.15 pm Equipment Rulings
- 4.45 pm End of Session

Section 2

- 9.00 am Equipment Rulings
- 10.30 am Tea/Coffee Break
- 11.00 am Course Set-Up
- 12.00 noon Lunch
- 1.15 pm Role Play Session
- 3.15 pm Tea/Coffee Break
- 3.45 pm Role Play Session Continued
- 4.45 pm End of Session

All Delegates Together

- 5.00 pm Closing Remarks and Close of School
- 7.15-7.45 pm Drinks and Dinner in R&A Clubhouse