



CHICAGO WOMEN'S DISTRICT GOLF ASSOCIATION

INSTRUCTIONS FOR CLUB HANDICAP CHAIRS 2014

USEFUL INFORMATION FOR CWDGA GOLF COMMITTEES AND MEMBERS

Organizing and conducting a successful women's golf program at CWDGA member clubs requires not only an understanding of the Rules of Golf but also the ability to provide tournaments and events that promote both spirited competition and camaraderie among participants.

Below is some general information to help those charged with the responsibility of overseeing the women's golf program at their own club.

INSTRUCTIONS FOR CLUB HANDICAP CHAIRS 2014

Handicaps for the Chicago Women's District Golf Association shall be kept in accordance with the USGA Handicap System.

Scoring records are maintained continuously from season to season. The CWDGA season is from **April 1 through October 31, 2014**, and all scores should be turned in during this period. If the rating or slope of a course is unknown, check the *CWDGA Handbook* or contact the CWDGA Handicap Chair.

HANDICAPS

All CWDGA member clubs must use the CDGA Handicap Information System through associate membership with the CDGA. This assures uniformity in handicaps throughout the district.

Handicaps are revised on the 1st and the 15th of each month. The "active season" in the Chicago area as defined by the CDGA is April 1 through October 31, 2014, and the "inactive season", is November 1, 2014 through March 31, 2015.

Scores made in a new playing season and away scores shall be added to those of the preceding playing season to make up the required total scores from which to select the player's lowest Handicap Differentials of the last twenty scores.

Current Handicap Indexes will be used for all CWDGA events. A current Handicap Index is received on the effective revision date. EXCEPTION – when a player has fewer than 20 scores posted (especially a player establishing a handicap), her handicap should be revised more frequently to insure the assigned Handicap Index is fair to herself and her opponents.

At each revision date, the club Handicap Chair should obtain a current handicap revision from the golf professional or club manager and post the latest revision. If you have difficulty correcting any errors which may appear, notify the CDGA office in Lemont at www.cdga.org or the CWDGA Sectional Handicap Chair listed in your handbook.

INACTIVE SEASON

As a reminder, scores made at a golf course in an area observing an active season must be posted for handicap purposes, even if the golf club from which the player receives a Handicap Index is observing an inactive season. *Example:* If a player belonging to a golf club in Illinois plays golf in Florida during January, any scores made in Florida are acceptable and must be returned to the player's Illinois golf club. If the player is also a member of a golf club in Florida, scores must be posted to the player's Florida club. (*The USGA Handicap Manual* Section 6-2).

PLAYERS BELONGING TO MORE THAN ONE CLUB

Members will use the same identification number at both clubs. They can post at both clubs and the scores will automatically appear on the records at the other club.

CWDGA EVENTS

All CWDGA events require a current handicap. Entrants with a **Handicap Index** of 0-28 are eligible for One-Day Stroke Play. Players with a **Handicap Index** of 0-26 are eligible to compete in the Annual Championship Tournament. Entrants with a **Handicap Index** of 0-33 are eligible for Better-Ball of Pairs and Senior Better-Ball of Pairs tournaments. Four-Ball Match Play team members must have a maximum USGA **Handicap Index** of 28.0. Be certain that all team players' names and substitute players' names appear on the computer or handicap sheets. Handicap Indexes will be used to determine handicaps for Four-Ball Match Play dates.

DUTIES OF CLUB HANDICAP COMMITTEE

1. Verify that all acceptable scores are reported for handicap purposes and are available for review by all members and be sure your club has been certified for handicap reporting purposes.
2. Advise members at start of season about the following matters:
 - a. How and when scores are returned.
 - b. How handicap cards or labels are issued.
 - c. How each Handicap Index is verified at each revision.
 - d. The handicap revision schedule as determined by CDGA.
 - e. The duration of the inactive season.
 - f. How away scores are posted prior to the start of the active season.
 - g. Handicap Index adjustment responsibilities of the Handicap Committee
 - h. Penalties for players failing to return scores.
 - i. What rounds will be designated as tournament scores. (T scores).
3. Display the USGA Course Rating and Slope chart of the home club and all area clubs. Keep it up to date and instruct your members in its use when posting scores.
4. See the Compliance Checklist on page 50 (*The USGA Handicap System* manual) to determine if your club is following the USGA Handicap System. (See **page 46, Section 8** of *The USGA Handicap System* manual for more detailed instructions).