

Introduction

The number of GCSAA-affiliated chapters electing to develop and conduct their own education programs steadily increases year to year. While GCSAA offers numerous sources of education seminars for possible inclusion in chapter education programs, many chapters elect to create their own programs. Under the GCSAA standard operating procedure for the granting of education points (formerly CEUs), all programs must meet quality standards to receive education points. This manual will help chapter education planners understand what constitutes quality education and serve as a guide to help them through the education program development process. Also included are materials to share with your selected instructor.

GCSAA's education department staff is available to assist in chapter program development. In addition, chapters may elect to select offerings from the various programs that GCSAA and its partners currently offer to include:

- **The Superintendent Leadership Series.** This program offers communication and leadership focused education programs in half-day and one-day formats.
- **Chapter-Administered Program.** This program offers all seminars contained in the Regional Seminar Program, plus most half-day seminars offered at conference and all programs in the SLS. **Chapters** assume all responsibility for coordination, programming, registration, booking the instructor and local marketing of the program.
- **Regional Seminar Program.** This program offers agronomic and management-focused topics in one-, one-and-a-half, and two-day formats.
- **External Education Program.** This program has a listing of providers outside of GCSAA that have had their programs reviewed and approved for quality.

Education Points Policy (Formerly CEUs)

All education programs conducted by GCSAA-affiliated chapters that meet GCSAA quality standards and criteria are eligible for GCSAA education points. This criteria includes:

- **Course Length.** The program must be a minimum of 3.5 contact hours. As of July 1, 2003, 1.0 contact hour will be the minimum.
- **Quality.** Content shall be current, relevant and meet or exceed quality standards of GCSAA-developed programs.
- **Non-commercial.** The program must be non-commercial in nature.
- **Competency-based.** Program content must address the learning needs of the golf course management professional and provide relevant learning objectives as defined by the competencies outlined in the Professional Development Resource (PDR).
- **Pre-approved.** The program must be pre-approved by GCSAA staff.
- **Verification.** An affidavit form must be presented by the participant to validate successful completion and to verify that these established criteria have been met.

If at any time during the education program development process you need assistance, help is available from the GCSAA education staff at (800) 472-7878.