Fall 2024 Tournament Submission and Reporting Procedures

High school coaches and tournament hosts,

Please use the following procedures to fulfill All-State points requirements.

BEFORE THE SEASON

1. Submit your tournament information no less than two weeks prior to the date of your tournament.   You must use the Google Form on the Tournament page for the type of tournament you are holding.

Boys Tournament page: http://www.kygca.org/tournaments/boys.html

Girls Tournament page: http://www.kygca.org/tournaments/girls.html

Submit all requested information in the Google Form

2.   **Regional managers should follow the same procedure as above by Sept. 15, 2024.**

DURING THE TOURNAMENT:

1. Be sure to get correct spelling of names of players, especially those earning points, and grade levels of top 15 finishers.

2. Remember that first place ties MUST HAVE A PLAYOFF ON THE COURSE. No scorecard playoffs or accepted ties will be taken. Players/Coaches involved may not make an agreement to keep a tie to give both players first place. If inclement weather or darkness preclude a playoff from occurring, the players involved will split the points involved (i.e. 2 players split combined 1st and 2nd place points, 3 players split combined 1st, 2nd, 3rd place points, etc.)

3. If a school enters more than one team in an event, only one team may count for points, and that team must be designated **BEFORE PLAY BEGINS**. Teams should be listed as Team A and Team B or as Team 1 and Team 2. *The second team **should** be listed in the team results portion, and players on the second team **should** be listed in the individual results portion on the All State Reporting form*.

4. In the case of weather delays or a tournament not completing play due to weather, if the event is not fully completed, with all participants completing play, it will not count. By completed, it should be completed on that same calendar day. If there is a weather delay, and teams choose not to complete play by withdrawing from the tournament, the points will be based on the number of players who complete play for the tournament.

5. Be sure to get all scores of all players to turn in full results.

Checklist for Invitational Tournament Hosts for 2024

All hosts of invitational tournaments for this year should meet the following:
1. The host coach is responsible for providing notice by required time to the KGCA for posting the tournament.
2. The host coach is responsible for making sure that all reporting is sent to the All State Committee by the required time for posting the tournament results.
3. It is the responsibility of the host coach to make certain that all parts of the report are complete and correct. This will include:
   a. Full Field Results in Electronic Format (Not photos of scorecards)
   b. Completed All State Points Report
4. If the host coach finds or is made aware of errors, the host must notify the All State Committee to make the necessary changes.
   a. Committee will not answer questions about event points from parents or players
   b. Any questions will be referred to the host coach
   c. It is not the responsibility of the committee to find and fix reported information.
   d. The Committee will be responsible to check and verify tournament points.
   e. Coach should notify the committee as soon as possible with any corrections.
5. If all information is not received by the due date:
   a. Email will be sent to the host coach after the deadline passes.
   b. For information not on time, the tournament will show as LATE on the website.
   c. Penalty fee may be assessed by the association for next season if not turned in by Monday a week after the tournament.
6. No changes to tournament results will be made after the start of postseason play.
7. In the case of schools playing multiple teams in an event, the host coach is responsible to verify to competitors BEFORE PLAY BEGINS as to which team the school plans to have compete for team and individual points in the event. Teams should be labeled as A or B, or 1 or 2, but not by school colors to designate this, as this may cause confusion.
8. Only one team per school may earn All State Points, and if a team is entered, any extra individuals from the same school will not earn all state points in an event where a school enters a full team.
9. Any tournament host agrees to follow these procedures for All State Points to be awarded. Hosts should be careful not to promise points will be a certain tier.

AFTER TOURNAMENT COMPLETION

1.   Within **48 hours** of event completion, tournament hosts and regional managers should:

      A.   **Submit the completed Fall 2024 All-State Points Report for your event.**

      B.   **Submit complete team and individual results for the entire field.**

NOTE: BOTH PARTS ARE NEEDED BEFORE POINTS WILL BE POSTED!!!

NOTE In order to count for the 2023 KGCA All State Championship, a tournament must be completed by Saturday Sept 7, 2024, and points turned in by 1pm on Sunday, Sept 8, 2024.

If results are not received within 48 hours, the tournament will be marked as LATE on the website. Any inquiries from participating teams about a late tournament will be referred to the host coach.

If tournament results are not received within 1 week of completion, the host school may be assessed a penalty fee to list their tournament the next season. As players, coaches and parents are watching these results closely each week, timely reporting is necessary to be able to post results on a regular basis each week.

2. Email tournament submissions and results only to one of the following designated email addresses. Please include all results in a single email.

      Boys Tournaments submit to: kygolfallstateresults@gmail.com

      Girls Tournaments submit to: kygolfallstateresults@gmail.com

   3. If you have any questions pertaining to the all state teams for 2024, please make all contacts to the email addresses above only.