



Part One

Membership Application

American Society of Golf Course Architects

American Society of Golf Course Architects
155 S. Executive Drive, Suite 100
Brookfield, Wisconsin 53005
(262) 786-5960

Contact: Aileen Smith, aileen@asgca.org

INTRODUCTION

Thank you for your recent inquiry regarding membership in the American Society of Golf Course Architects (ASGCA). ASGCA follows a two-part process to assess the qualifications of all prospective members. This introduction details the membership process and outlines the requirements to become a member of ASGCA.

We are ready to answer any questions during the application process regarding qualifications or other aspects of the process itself. The staff works closely with the ASGCA Membership Committee for conducting application reviews and evaluations. All technically-related questions requiring a golf course architect's perspective will be forwarded as appropriate. Please contact ASGCA Membership Administrator Aileen Smith for further assistance and direction. Her phone is (262) 786-5960 and email: aileen@asgca.org

OVERVIEW

During Part One the applicant's personal and employment history, education and general experience will be documented and evaluated. Clients for the representative courses listed in the application may be contacted to confirm an applicant's involvement with their project and for additional commentary.

If Part One of the application is determined by the ASGCA Membership Committee to be complete and satisfactory the applicant will be invited to proceed to Part Two of the membership application process.

Part Two includes:

- Documentation and on-site evaluation by ASGCA members of the representative courses listed.
- A review of all related plans, specifications and contract documents prepared for one of the applicant's more recent and larger-scope representative courses.
- Clients of the representative projects will be asked to complete forms evaluating the applicant's efforts and skills relating to their projects.
- The applicant will need three Regular or Fellow ASGCA members to serve as sponsors of the application.

PART ONE MEMBERSHIP SUBMITTAL

Part One of the ASGCA application is to document the applicant meets the following requirements:

- Must be primarily engaged in golf course architecture; employed by or owner of a firm based in North America; a citizen or legal resident of the United States, Canada or Mexico and practice the profession in an ethical and responsible manner. (See ASGCA's Code of Ethics, at the end of this document.)
- The applicant must have primary responsibility for the submitted golf course projects. The applicant's involvement in the design and construction phases of the course must be such that the client/employer would consider the applicant to be the "project golf course architect" if an employee of a firm, or the "golf course architect of record" if a principal of a firm.
- A minimum of three (3) primary courses (or the equivalent of 54 holes combined), new courses or complete renovations with an element of some re-routing demonstrated among the projects.
- A minimum of 2 secondary projects (36 holes or combined equivalent), renovation work, short course, practice areas, bunker projects or the like.

Applicants should complete a "Representative Project Form" for each project submitted as part of the Phase I application. This is a separate document, available by clicking [here](#).

QUALIFYING PROJECT DEFINITIONS

Designing a golf course is part art and part science. Therefore, the determination of whether an applicant has the experience to be considered a golf course architect who qualifies for ASGCA membership is part subjective and part objective. Our review process incorporates a mixture of subjective and quantitative considerations, whose whole is more important than any individual point.

However, some definitions are in place:

- **Courses under construction:** A course that is under construction may be submitted as representative. However, the course must be open for play within two months of submission of an application in order to qualify.
- **Drafting of plans:** The Membership Committee may consider applicants who are responsible for the preparation of construction documents, but don't actually draft the plans themselves. We are interested in the person who is most responsible for the final form of the design of the project, whether the primary design method includes plans or in the field decisions. It will be the task of the applicant to provide proof of this responsibility to the Membership Committee.
- **Complete renovations:** The membership committee will look at what percentage of the components were altered as part of the renovation. This includes, but is not limited to: existing tee complexes; putting greens and surrounding features; greenside and fairway bunkers; installation of irrigation system components; portions of fairway and rough areas; trees and landscaping; drainage improvements and re-grassing. In general, a "complete renovation" will involve the alteration of 75% of the golf course features and components.
- **Routing Elements:** The ability to route a golf course is a key skill for a golf course architect. A new course automatically requires a golf course architect to use this skill, but a renovation job may not. In determining whether renovated work involves elements of rerouting the Membership Committee will look at whether holes were altered or re-routed to (1) Improve safety; (2) enhance strategy; (3) accommodate practice areas; (4) modify the course due to outside influences such as development or roadway aspects; (5) modify the course to accommodate property changes such as downsizing or adjusting the footprint of the course; (6) Restore a historical routing.

Please submit Part One forms, including this document and the separate "**ASGCA Representative Project Forms**," to Aileen Smith at ASGCA: aileen@asgca.org. Once accepted the applicant will then be invited to complete Part Two. At that time, a \$500 fee will be invoiced.



NAME

Home Address:

Contact Phone:

Contact email:

Year of Birth (for demographic purposes only):

EDUCATION

School:

Location:

Year of Graduation:

Degree(s):

EXPERIENCE

Employment History

Employer's Name

Position

Period of Employment

ASGCA CODE OF ETHICS

The ASGCA Code of Professional Ethics expresses the professional conduct expected of members of ASGCA and is intended as a guide to the ethical and responsible behavior in the practice of their profession. It is not intended to restrict legitimate competition or the business practices of each member, but to provide a standard of conduct for the actions and operations of all Members. This conduct will be under review by ASGCA at the time of application and for all prior and subsequent actions of Members in their professional practices.

- I. Members shall reconcile the requirements of the game of golf with the preservation and protection of our natural resources, systems and environment, balancing these elements with the economic, social and aesthetic needs of golf's development.
- II. Members shall encourage education and research and promote the development and dissemination of useful information to improve the planning, design and construction of golf courses.
- III. Members shall not discriminate against any employee, applicant, client or others involved in their work on account of sex, race, age, creed or national origin.
- IV. Members shall not engage in any practices that involve dishonesty, fraud, deceit, bribery or misrepresentation in securing or executing their work.
 - I. Members shall not promote themselves or their services with false, exaggerated or misleading information and publicity.
 - II. Members shall report truthfully and clearly to their prospective client or employer their qualifications and capabilities to perform services.
 - III. Members shall make full disclosure to their client or employer any financial or other interest they may have in any part of their project. Members shall avoid, abandon or remove such interests if they compromise their actions or prevent them from serving the best interest of their client or employer.
- VIII. Members shall recognize and respect the work of other golf course architects and shall not knowingly make statements or offer opinions and comments that are false or attempt to injure or disparage their practice, projects or any of their work.
- IX. Members shall not attempt to obtain or offer to undertake any commission that they know is already under a legitimate contract or agreement with another golf course architect.
- X. Members shall not accept any commission until they have ascertained that any former legitimate contract or agreement with another golf course architect has been terminated. This shall be done by soliciting information and evidence from the client or employer and the other golf course architect.