

Advance Planning for a Competition under the World Handicap System (WHS)

For ease of competition administration and to ensure scores made during the competition will result in acceptable scores for handicap purposes, the Committee should consider the following items while preparing for an event:

1. Ensure the golf course(s) being considered have a valid Course Rating™ and Slope Rating® for each set of tees for the appropriate gender(s).

- All golf courses with active ratings can be found on the [Course Rating and Slope Database™](#).
- If a particular set of tees is not rated for the appropriate gender (for example, the back tees are not rated for women or the forward tees are not rated for men), the local Allied Golf Association (AGA) can provide a temporary Course Rating and Slope Rating for that set of tees. To find your local AGA, search [here](#).

2. Ensure that all players have a valid Handicap Index®.

- Within the United States, a player's Handicap Index must be issued through USGA Centralized Computation to be considered valid. If the player is a member of a golf club affiliated with an Allied Golf Association, the club has access to Centralized Computation.
- If the Committee has access to an approved tournament software vendor, the Committee should be able to lookup all players by name and state.
- If the Committee does not have access to such technology, they can contact their [local AGA](#) for assistance with Handicap Index verification.

3. Set and clearly communicate the Terms of the Competition.

- Important Terms to communicate include:
 - Handicap Index eligibility and limits,
 - The effective date of the Handicap Index to be used,
 - The tees to be played,
 - The format(s) of play and the handicap allowance(s) to be used,
 - The stroke index allocation(s) to be used,
 - If flights will be used and, if so, how they will be determined,
 - How ties will be resolved, and
 - Who is responsible for posting scores.
 - It is strongly recommended that the Committee posts the scores for all players at the end of each day.
- The [USGA Handicap Committee Guide](#) addresses working with the Competition Committee in detail and an [infographic](#) on the USGA website addresses *“Conducting a Competition under the World Handicap System.”*
- The local Allied Golf Association can also assist with this process.