



Arrangements for:

HNC Professional Golf
Group Award Code: G90D 15

and

HND Professional Golf
Group Award Code: G90E 16

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1 Introduction

This is the Arrangements Document for the Higher National Certificate (HNC) and Higher National Diploma (HND) in Professional Golf, which were validated in March 2008. This document includes: background information on the development of the Group Awards, their aims, guidance on access, details of the Group Awards' structure, and guidance on delivery.

The aim of this document is to set out the vision for the developed HNC and HND Professional Golf in order to offer a relevant and unique qualification for those with a desire to vocationally pursue performance golf.

Those aspiring to be involved in the golf industry must be equipped with the knowledge and skills that will enable them to not only function, but evolve and continue to remain current, relevant and effective in an ever expanding and dynamic industry.

Candidates will receive the education and training necessary to meet these needs and develop the key skills and competences required by industry as well as an understanding of the underpinning theory. Candidates will also have the opportunity to access industry recognised qualifications and the opportunity to enhance their personal performance in golf.

2 Rationale for the development of the Group Awards

Golf as a sport and leisure activity continues to grow in Scotland with proposals for large developments from overseas investors and more local smaller scale developments increasing the opportunities for participation. VisitScotland reported that in Scotland there are currently over half a million regularly participating in golf with 260,000 club members. They also highlight that more than £300 million is generated each year through golf tourism and 'Over the last ten years, which have seen a 5% rise in club membership, the number of golf courses has increased by a fifth. Many driving ranges have been opened and as a result thus making golf much more accessible.' (*Information obtained from VisitScotland www.vivitscotland.org*)

The Scottish Government recognizes the importance golf has in our nation and has pledged an annual investment of £911,000 in Scottish golf. More than half of this will be invested in 'clubgolf' which is the programme resulting from the Scottish Government's commitment to create the opportunity for every nine-year-old in Scotland to experience golf, on the back of the successful bid to host the 2014 Ryder Cup at Gleneagles.

(*Information obtained from Clubgolf www.clubgolfsotland.co.uk*)

The impact of this for the future is significant when the achievements of clubgolf in 2007 are taken into consideration:

- ◆ Within schools, 26,000 P5 children introduced to golf through 'firstclubgolf', bringing the number of children who have experienced the programme to over 50,000
- ◆ 5,852 children in structured coaching programmes at golf clubs and facilities comprised of: 4,895 children involved in Stage 1 programmes; 527 children in Stage 2 programmes; 430 children coached by Professional Golfer's Association (PGA) Professionals on Stage 3 programmes
- ◆ 945 clubgolf volunteer coaches active in clubs

- ◆ 182 golf clubs and facilities delivering clubgolf
- ◆ 21 PGA Professionals delivered Stage 3 programmes

*(Information obtained from the Scottish Government's website:
www.scotland.gov.uk)*

There is also a need to focus on the development of excellence in sport and this is evident in the 'Reaching Higher' publication from the Scottish Executive. It states that 'Further and Higher Education should provide opportunities for sports participation and develop an environment which encourages participation and supports the development of excellence' They also highlight the need to 'work with Further and Higher Education and the sector skills council to build a professional infrastructure of paid and volunteer coaches' (*Information obtained from the Scottish Executive's website: www.scottishexecutive.gov.uk*)

It would appear that continued future participation in golf by Scots is already being guaranteed. But increased participation in golf is not unique to Scotland; it is also true in other countries, particularly Russia, Eastern Europe, India and the Far East. Links have already been established with Slovenia, Iceland, Finland and Portugal and these together with an existing track record in China mean that there are opportunities for further overseas golf-related activity.

Continued growth in employment opportunities in golf is supported by Futureskills Scotland who forecast 'job openings will arise in every industry' and that they 'will occur in a wide range of occupations'. They report that from 2007 -2017 '100,000 new job openings will occur each year' and with an ageing and retiring workforce, opportunities exist particularly for employees with higher qualifications. These trends and forecasts are of course general to employment as a whole but as stated earlier, golf has a significant input into the Scottish economy and employment growth in the golf industry would be expected to rise in line with that predicted for the nation.

*(Information obtained from Futureskills Scotland
www.futureskillsscotland.org.uk)*

The role of the Professional in golf has evolved and developed considerably over the past 20 years or so. Historically in Scotland, the typical structure within a golf club consists of a secretary/manager, voluntary committee, greens staff, food and beverage staff along with a club professional and their staff respectively. According to Price (2005), there are some 545 Professional Golfers in Scotland registered with the Scottish Region of the Professional Golfers Association. Furthermore, only around 50% of Scottish members' clubs have one or more attached professionals.

With more golfers now choosing not to become a member of a course paying an annual subscription, the role of the Professional Golfer is changing. To accommodate this there is a need for the professional to ensure their skills are up-to-date in areas of golf such as sports science (swing biomechanics), club technology and management of a shop as a business. To address change and continue to meet the needs of the industry there is a need for more flexible, supportive and accessible training for the Golf Professional. In the 21st Century, the golf industry has reached a point whereby competition has never been greater. This qualification is designed to provide the training, education and development of candidates to produce qualified, multi-skilled and knowledgeable Golf Professionals.

The process of analysing and identifying a need for the qualification and the content therein has been conducted using primary and secondary research.

Secondary research was carried out by reviewing information available from Futureskills Scotland, Professional Golfers Association, European Golf Teachers Federation, Scottish Government, Skillsactive and People1st. The majority of which informed where potential skill gaps existed and what were employer needs in terms of skills and knowledge.

It was identified that skill gaps and shortcomings existed in the sector as:

- ◆ lack of clear career progression routes
- ◆ low level of qualifications
- ◆ need to professionalise and up-skill the workforce
- ◆ need to introduce the United Kingdom Coaching Certificate (UKCC)
- ◆ better quality, standardisation and transferability of qualifications
- ◆ barriers to accessing training
- ◆ need to improve the quality of Further Education training
- ◆ oversupply of (Sports Science) Graduates from Higher Education, without Vocational Skills
- ◆ lack of funding and provision of Coaching Qualifications (UKCC)

In designing the performance element of the qualification, empirical research from the study of expert performers provided a rich source of data that can help in understanding the development stages that expert performers pass through. In particular, Ericsson et al's (1993) theory for *the acquisition of expert performance* was highly influential in informing the process in relation to intensity and frequency of practice needed to reach elite levels of performance.

This informed key areas for training and education, how to best skill potential candidates and also guided the development of a qualification in line with sector-wide and specific market feedback.

Primary research involved making direct contact with key stakeholders from a wide cross-section of the industry. Meetings took place with those responsible for training within the PGA and with existing PGA Professionals. Nationally, Club Professionals, Directors of Golf, Club Managers and Club Secretaries were mailed and emailed a proposal document along with a questionnaire. Assistant Professionals currently engaged in PGA training, and recently qualified Professionals, were also given a proposal document and modified questionnaire along with candidates undertaking the National Certificate (NC) in Golf Studies. Three Scottish Universities were consulted with regard to progression routes, content and also Core Skill requirements.

Analysis of the questionnaires and feedback from meetings was on the whole very positive towards the proposed qualification. With regard to title and course aims there was consensus that these accurately reflected the content of the course. There was agreement that new Units written for inclusion in this qualification had relevant competences of the industry.

The proposed framework did elicit differing views from stakeholders on the balance of subject areas. In general Club Managers and Secretaries were in favour of inclusion of a weighting toward business related Units while Professionals, Assistant Professionals and current NC candidates were inclined towards a performance bias. Ultimately it is a compromise of differing disciplines and although different views were expressed all Units were identified as having relevance.

Mandatory and optional Units were proposed and finalised by review of market research and discussion with different stakeholders. A decision to have restricted options still allows flexibility in the delivery but retains the key skills identified as desirable by market feedback. Feedback on the proposed Graded Units was also positive with the suggested tasks being seen as relevant and drawing on the main competences of the mandatory sections of both the HNC and HND.

Specific comment did vary depending on the area of industry relevant to the stakeholder. Existing Professionals commented on the advantage of full-time study with less pressure on the candidate and greater support mechanisms than are currently available to Assistant Professionals. They were very positive on the inclusion of issues relating to golf course lay-out, playability and turf maintenance. The framework was described as ‘comprehensive’ and ‘filled gaps in existing training opportunities’.

Feedback from Club Managers and Secretaries was generally in favour of the Group Awards but sought reassurance of remaining in line with the standards of the PGA. This reaffirmed the need to ensure access to the UKCC coaching awards, and to ensure the coaching Units within the Group Awards were aligned with UKCC’s requirements. They favoured inclusion of more management-based Units and key competences which they highlighted were the basis for the selection of the business-based Units in the Group Awards.

There is an emerging theme from Club Managers and Secretaries and some more Senior Professionals, that existing Professionals lack the management skills to move into more managerial roles within golf clubs and golf facilities later in their career. While it is the aim of these qualifications to equip candidates with the skills needed for multiple roles it is outwith the scope, and design framework, of these Group Awards to be able to offer the depth of study that would facilitate all progression routes.

There are opportunities for further qualification in golf management through Institute of Leadership and Management (ILM) and Club Managers Association of Europe (CMAE) and these can be accessed as continuing professional development (CPD). This would seem a more appropriate training route for those in employment. Alternatively progression routes into golf management and golf facility management exist within Further Education and Higher Education.

It is important to highlight that the HNC/HND Professional Golf is a talented participants' route into furthering their playing skills and employability. The qualifications have a strong bias towards golf performance and as such, these are courses for highly committed and focused category one golfers who are willing to push themselves towards a meaningful career in Professional Golf. The potential candidate categories discussed in this section is on the assumption that current performance in golf meets with entry requirements for this qualification.

Feedback from current and past National Certificate Golf Studies candidates highlighted a demand for qualifications of the nature of the HNC/D Professional Golf qualification. They are typically talented golfers with a desire to continue to develop their game but also realise the value of a vocational qualification that could lead to a career in golf.

Other groups include mature candidates seeking a career change and those already employed in the industry seeking the opportunity to access training and qualification. It is also anticipated that the HNC/HND Professional Golf qualifications would be attractive to school leavers who would prefer a more vocational route to Higher Education and employment. These target groups are further discussed in the recommended access section of this document.

Discussions with the Universities were positive and articulation may be possible to year 2 or 3 of appropriate degree programmes, although no formal agreement exists and all applicants would be assessed on an individual basis.

Those candidates opting to progress to University after completion of the HNC Professional Golf would expect to enter at a lower level dependant on the Higher Education institution and would also be assessed on an individual basis and likely to be at a lower level (Year 1 or 2).

Employment opportunities exist for graduates at all levels allowing the option of employment after HNC, HND and Degree completion. Employment on completion of HNC tends to be in an assistant/support role while those graduating with an HND or Degree can expect employment in a more responsible/accountable position.

For those aspiring to a playing career, opportunities exist to join established tours including the European Tour, Challenge Tour, and Euro Professional Tour as well as International and National Squads at amateur level.

3 Aims of the Group Awards

Those aspiring to be involved in the golf industry must be equipped with the knowledge and skills that will enable them to not only function, but evolve and continue to remain current, relevant and effective in an ever expanding and dynamic market. Discussions with Club Secretaries and Club Professionals have highlighted that as well as being knowledgeable and competent vocationally, potential employees should have developed academic skills that will enhance their future careers and CPD.

As the way golf clubs and facilities are operated become more professional in their structure, organisation and management, then those wishing to work in the front line must develop the qualities necessary to ensure skills and knowledge remain current and relevant. Feedback indicated that it is increasingly important that employees are more aware of the wider aspects of the golf industry and not just specific aspects where their chosen career may lie.

The aims of the HNC/HND Professional Golf qualifications are two-fold. There are educational aims relating to CPD and life-long learning as well as knowledge and golf-industry related aims dealing with relevant competences and skills. This relates to feedback received in terms of skills, knowledge and competences identified as desirable for those seeking employment in this area. Both years of the qualification have general and specific aims and objectives identified.

3.1 General aims of the Group Awards

HNC General aims

- 1 To develop academic ability and key Core Skills with a view to establishing good practice with regard to continuing professional development and learning.
- 2 To equip candidates with transferable skills that can be applied in a variety of learning and working situations.
- 3 To provide a high quality learning experience and environment that will encourage candidates to develop a commitment to lifelong learning.
- 4 To identify and work towards potential entry routes into the golf industry for those with an interest in performance golf.
- 5 To develop key work based competences that are relevant and desired by the golf industry.

HND General aims

- 6 To build on established Core Skills through a range of teaching and learning approaches that develops independent learners capable of analytical, problem solving and decision-making skills.
- 7 To enable candidates to analyse and critically reflect on concepts, ideas and practical performances and to communicate their thoughts appropriately in a variety of situations.

- 8 To offer a qualification that is recognised and contributes to the vocational and academic aspirations of candidates by equipping them with relevant golf specific knowledge and skills for employment/self-employment and /or further study in golf/sports or business specialisms.

3.2 Specific aims of the Group Awards

HNC Specific aims

- 9 To develop competences in key areas relating to Professional Golf and develop the ability of candidates to transfer these to the golf industry.
- 10 To develop the knowledge and skills required to play and teach golf to a wide variety and ability of clients in individual and group environments.
- 11 To develop skills and understanding of current practice in equipment design, construction and repair and be able to apply this knowledge practically.
- 12 To provide quality training and education to those wishing to pursue a career in golf.
- 13 To equip candidates with the skills and qualities desirable to employers in the golf industry or progression into relevant HND/degree courses.

HND Specific aims

- 14 To be able to make significant contributions to golf performance by applying sports science to their own game and those of the clients.
- 15 To allow candidates to develop their understanding of the operations of golf facilities and the needs of the key stakeholders of golf facilities and how they can integrate into the efficient functioning of a golf facility.
- 16 To develop the knowledge and skills of business and management to allow successful candidates to be able to make a positive contribution to the development and running of a golf facility.
- 17 To equip candidates with the knowledge and skills for progression into relevant degree courses.

3.3 Employment opportunities

Employment opportunities exist in a variety of contexts and draw on the different components included in the proposed framework. Research shows that employers are seeking multi-skilled employees who are qualified in coaching, possess basic managerial skills and have knowledge of the golf industry and golf equipment.

For HNC Professional Golf graduates there are potential employment opportunities in support/assistant roles within golf coaching, retail, sport/activity coordination and within the large resort/hospitality sector specialising in golf tourism.

Example opportunities include Assistants to Golf Professionals, Golf Shop Assistants, Driving Range Assistants/Supervisors and School Sports/Activity Coordinator Assistants.

For HND Professional Gold graduates there are opportunities in the same sector areas but with increased responsibilities and include roles such as School Activity/Sport Coordinators, Head Sports Coach/Professionals, Golf Retail Supervisor/Managers and Teaching Professionals.

4 Access to Group Awards

4.1 General access requirements

For access to HNC and first year of HND academic suitability will be assessed by level of qualifications held with two Highers at level 'C' or above being the requirements. Alternatively applicants should be in possession of a National Certificate or Vocational Qualification in a relevant discipline. Mature candidates will be assessed on an individual basis.

Due to the technical nature and practical performance requirements necessary to achieve specific Outcomes in the Golf Coaching Units, particularly in the second HND year, applicants must be able to provide evidence of a high level of participation and competence in golf. An assessment of the individual's 'potential to develop' would be assessed through analysis of their golf scores from the previous year.

To accommodate the expectations of the golf industry it is necessary to set the access handicap level for entry to HNC and year 1 of HND at a maximum of 5.4 (category 1) to reflect the title of the qualification, 'Professional Golf', and all it entails. This will also ensure that candidate expectation is met in regard to the performance aspect and playing standards of such professionals.

Access to second year HND will be dependant upon successful achievement of a minimum of 12 Units plus maintenance or improvement of the recommended handicap (category 1).

Overseas applicants would be expected to possess an appropriate level of written and spoken English which could be evidenced for example by attainment of level 5.5 in the International English Language Testing System (IELTS) for applicants of a non-English speaking background.

4.2 Recommended Core Skills entry level

The recommended Core Skills entry levels for the HNC and HND in Professional Golf are as follows:

Core Skill	HNC Entry SCQF level	HND Entry SCQF level
Communication	4	5
Working With Others	4	5
Problem Solving	4	5
IT	3	4
Numeracy	4	5

5 Group Awards' structure

The proposed course has been developed to meet the design principles set out by the SQA. Current design principles specify that an HNC should consist of a combination of mandatory and optional Units with a value of 12 HN credits (96 SCQF credit points) and an HND of 30 HN credits (240 SCQF credit points).

Optional Units available have been restricted in some cases to preserve the balance of the award and to match the expectations of employers, professional bodies and key competences required. It is at the discretion of the delivering centre which of the available options to make available for inclusion however, consideration should be given to candidate expectations, career goals and progression to HE in making this decision.

It is anticipated that centres delivering the HND would opt to deliver 15 HN credits in year one and a further 15 in year two to spread the workload of an HND more evenly.

5.1 Framework

HNC Professional Golf (G90D 15)

For a candidate to achieve the HNC in Professional Golf, they must attain all of the mandatory Units (80 SCQF credit points/10 SQA credits), including one Graded Unit at SCQF level 7.

Candidates must also attain 16 SCQF credit points/2 SQA credits from the following groups of restricted options:

- ◆ 8 SCQF credit points/1 SQA credit from Group 1
- ◆ 8 SCQF credit points/1 SQA credit from Group 2

Mandatory Units

Candidates must achieve 80 SCQF credit points (10 HN credits) from this section, therefore must attain **all** of the following mandatory Units:

Mandatory Units				
Unit code	Unit title	SQA credit value	SCQF credit points	SCQF level
F3CM 34	Golf Coaching: An Introduction	1	8	7
F3CL 34	Golf Coaching: Intermediate Performance Skills	2	16	7
F3RH 34	Professional Golf: Graded Unit 1	1	8	7
DD2V 34	Anatomy, Physiology and Energy Systems	1	8	7
DD34 34	Principles of Fitness Training	0.5	4	7
DG6W 34	Principles and Practices of Selling	1	8	7
F138 34	Financial Accounting Statements: An Introduction	1	8	7
F3CJ 34	Equipment Technology	1	8	7
HJ4W 34	Work Placement*	1	8	7
DD30 34	First Aid for Sport	0.5	4	7

*Refer to History of Changes for revision changes.

Restricted optional Units

Candidates must achieve 8 SCQF credit points (1 HN credit) from Group 1; therefore candidates must attain **one** of the following restricted optional Units:

Group 1: Restricted optional Units				
Unit code	Unit title	SQA credit value	SCQF credit points	SCQF level
DD39 34	Sports Coaching Theory and Practice	1	8	7
DD2X 34	Conduct and Ethics for Sports Coaches	1	8	7

Candidates must achieve 8 SCQF credit points (1 HN credit) from Group 2; therefore candidates must attain **one** of the following restricted optional Units:

Group 2: Restricted optional Units				
Unit code	Unit title	SQA credit value	SCQF credit points	SCQF level
DD36 34	Resistance Training for Sport	1	8	7
F0WC34	Golf Courses: An Introduction	1	8	7
DJ42 34	Creating a Culture of Customer Care	1	8	7
DE3C 34	Marketing: An Introduction	1	8	7
D85F 34	Using Software Application Packages	1	8	7

The restricted options illustrated above maintain the balance of the subject areas and retains the competences expected at HNC level highlighted by market research, industry statements and alignment with National Occupational Standards.

There is still room for flexibility when considering options for candidates working towards the HND as Units from the HNC Options list may also be incorporated into the HND year.

HND in Professional Golf (G90E 16)

For a candidate to achieve the HND in Professional Golf, they must attain all of the mandatory Units (200 SCQF credit points/25 SQA credits), including one Graded Unit at SCQF level 7, and one Graded Unit at SCQF level 8.

Candidates must also attain 40 SCQF credit points/5 SQA credits from the following groups of restricted options:

- ◆ 8 SCQF credit points/1 SQA credit from Group 1
- ◆ 32 SCQF credit points/4 SQA credit from Group 2

Unit code	Unit title	SQA credit value	SCQF credit points	SCQF level
F3CM 34	Golf Coaching: An Introduction	1	8	7
F3CL 34	Golf Coaching: Intermediate Performance Skills	2	16	7
F3RH 34	Professional Golf: Graded Unit 1	1	8	7
DD2V 34	Anatomy, Physiology and Energy Systems	1	8	7
DD34 34	Principles of Fitness Training	0.5	4	7
DG6W 34	Principles and Practices of Selling	1	8	7
F138 34	Financial Accounting Statements: An Introduction	1	8	7
F3CJ 34	Equipment Technology	1	8	7
HJ4W 34	Work Placement*	1	8	7
DD30 34	First Aid for Sport	0.5	4	7
F3CH 35	Golf Coaching: Advanced Performance Skills	2	8	8
DD2M 35	Improving Coaching in Sport	2	16	8
DD2T 35	Sports Mechanics	1	8	8
DD2L 35	Fitness Conditioning in Sport	1	8	8
DD2N 35	Psychology of Sports Performance	1	8	8
DE3D 34	Managing People and Organisations	2	16	7
F0WF 34	Golf Operations	2	16	7
F0WC34	Golf Courses: An Introduction	1	8	7
F0WD 35	Golf Courses: Developing Understanding	1	8	8
F3RJ 35	Professional Golf: Graded Unit 2	2	16	8

Restricted optional Units

Candidates must achieve 8 SCQF credit points (1 HN credit) from Group 1; therefore candidates must attain **one** of the following restricted optional Units:

Group 1: Restricted optional Units				
Unit code	Unit title	SQA credit value	SCQF credit points	SCQF level
DD39 34	Sports Coaching Theory and Practice	1	8	7
DD2X 34	Conduct and Ethics for Sports Coaches	1	8	7

Candidates must achieve 32 SCQF credit points (4 HN credits) from Group 2; therefore candidates must attain **four** of the following restricted optional Units:

Group 2: Restricted optional Units				
Unit code	Unit title	SQA credit value	SCQF credit points	SCQF level
DD36 34	Resistance Training for Sport	1	8	7
DD2G 35	Developing Potential in Sport	1	8	8
H4TF 34	Nutrition for Fitness, Health and Exercise*	1	8	7
DD2P 35	Research Investigation In Sport	1	8	8
DJ42 34	Creating a Culture of Customer Care	1	8	7
DE3C 34	Marketing: An Introduction	1	8	7
D85F 34	Using Software Application Packages	1	8	7
DA8X 35	Event Management in Sport	1	8	8
DF9H 34	Golf Facility Management: An Introduction	1	8	7

***Refer to History of Changes for revision changes.**

Please note that F0WC 34 is an optional Unit in the HNC and a mandatory Unit in the HND.

Again, the restricted options retain the overall balance of the different disciplines yet offer flexibility to the delivering centre. This flexibility may offer the opportunity for delivering centres and/or candidates the opportunity to tailor the choice of Units towards future study routes of career paths.

There are two Graded Units which are mandatory for this qualification, one at HNC level (SCQF level 7) and one at HND (SCQF level 8). The Graded Units are designed to provide evidence that the candidate has achieved the principal aims of the respective levels of study.

Graded Units

Graded Unit 1 is designed to provide evidence that the candidate has achieved the principal aims of the HNC Professional Golf and draws on the competences gained in the Mandatory Units.

In line with feedback from employers, a practical assignment was chosen backed up by a short presentation. This allows the coaching process to be assessed but also integrates key selling skills in a format that requires planning, research and presentation. Competency in these key areas was seen by stakeholders as the key skills and abilities needed and expected from this level of qualification.

Graded Unit 2 is designed to provide evidence that the candidate has achieved the principal aims of the HND Professional Golf and draws on the competences gained in the mandatory Units.

It was highlighted by stakeholders that candidates graduating from this level should have a well-founded understanding of the industry and have the ability to make a contribution to the strategic, financial development of a facility. A case study was chosen as the assessment task as this would create the opportunity to assess candidate's ability to research market opportunities for a selected facility and develop a strategy for generating income or developing provision in the facility.

This also meets with the recommendations of the Validation Panel who identified a need to embed work experience in both years of the HND award. Therefore candidates would be expected to undertake a period of placement within a selected facility in order to conduct meaningful research to plan and develop the assessment task.

5.2 Mapping information

5.2.1 Core Skills

In regard to Core Skills, feedback gained reached a consensus that all were deemed to be important and the delivery should ensure all were developed throughout the qualification. *Working with Others* and *Communication* were highlighted as very important along with *Problem Solving: Critical Thinking*. This is in line with research from the different skills agencies that also identify a need for these Core Skills by employers. Feedback from HE highlighted that well developed research skills will be very important for candidates wishing to progress to a higher level of study. This is discussed further in the Delivery and Assessment section. There was a consensus that an appropriate entry requirement is set relating to written and oral communication and to a lesser extent Numeracy as detailed in the Recommended Access.

How these skills will be developed in the framework of the HNC/HND is evident in the Core Skills Mapping in Appendix 1.

HNC Professional Golf — Core Skills Entry/Exit Profile		
Core Skill	Recommended Entry level	Recommended Exit level
Communication	SCQF level 4	SCQF level 5
Working with Others	SCQF level 4	SCQF level 5
Problem Solving	SCQF level 4	SCQF level 5
Information Technology	SCQF level 3	SCQF level 4
Numeracy	SCQF level 4	SCQF level 4

HND Professional Golf — Core Skills Entry/Exit Profile		
Core Skill	Recommended Entry level	Recommended Exit level
Communication	SCQF level 5	SCQF level 6
Working with Others	SCQF level 5	SCQF level 6
Problem Solving	SCQF level 5	SCQF level 6
Information Technology	SCQF level 4	SCQF level 5
Numeracy	SCQF level 4	SCQF level 5

5.2.2 Relation of aims to structure

The contribution of mandatory Units to the aims and objectives of the programme (outlined in section 3.1–3.2 above) are highlighted in the table below:

Unit name	Unit code	Contributes to aims:
HNC mandatory Units		
Golf Coaching: An Introduction	F3CM 34	2,3,5,6,7,9
Golf Coaching: Intermediate Performance	F3CL 34	1,3,4,5,6,7,9
Anatomy, Physiology & Energy Systems	DD2V34	1,3,9
Principles of Fitness Training	DD34 34	1,3,6,9
First Aid for Sport	DD30 34	1,2,9,10
Principles and Practices of Selling	DG6W 34	1,2,4,5
Financial Accounting Statements: An Introduction	F138 34	1,6,9
Work Experience	DV0M 34	2,3,4,5,6,7,10
Professional Golf: Equipment Technology	F3CJ 34	2,3,4,5,6,8
Professional Golf: Graded Unit 1	F3RH 34	2,4,5,6,9,10
HND mandatory Units		
Golf Coaching: Advanced Performance Skills	F3CH 35	10,12,14
Improving Coaching in Sport	DD2M 35	10,11,13,14,17
Sport Mechanics	DD2T 35	10,13,14,17
Fitness Conditioning in Sport	DD2L 35	11,13,14,17
Psychology of Sports Performance	DD2N 35	11,13,14,17
Managing People and Organisations	DE3D 34	10,12,15,16,17
Golf Courses: An Introduction	F0WC 34	11,12,15,16,17
Golf Courses: Developing Understanding	F0WD 35	11,12,15,16,17
Professional Golf: Graded Unit 2	F3RJ 35	10,11,12,14,15,17

In line with statements of the Quality Assurance Authority, Sector Skills and People1st, the key objectives for the Professional Golf programme have been formed into benchmark statements to “bring together the academic and practice-based elements of programmes and the relevant professional requirements or National Occupational Standards”. The statements represent the competences expected of industry and HE with regard to successful completion of the Professional Golf programme.

5.3 Articulation, professional recognition and credit transfer

5.3.1 Articulation and progression

Progression from HNC/HND Year 1 to HND Year 2

Candidates wishing to progress onto HND level can do so upon successful completion of the HNC Professional Golf (minimum 12 credits) along with maintaining a handicap of at least 5.4 or less.

Progression to Higher Education and progression to professional bodies

Although no formal link is established, verbal agreement was reached with three Scottish Universities for successful candidates to progress to Degree level. Applicants would be expected to have successfully both years of the HND although it may be possible to articulate on completion of the HNC to an alternative Degree programme.

In all cases applicants would be assessed on an individual basis.

5.3.2 Credit transfer

Candidates may be given credit transfer between HN Units (developed using 1988 design principles) and the revised HN Units (developed using 2003 design principles). There is no transition framework for the HND Professional Golf but candidates can be given credit transfer for individual Units.

Credit transfer can be given where there is broad equivalence between the subject related content of the Unit or combination of Units. Candidates who are given credit transfer between predecessor Units and revised HN Units must still satisfy all other conditions of the revised HNC in Professional Golf and HND in Professional Golf, including the mandatory Units, Graded Units and the correct number of credits at the correct SCQF level.

The following table lists where full or partial credit transfer can be given between predecessor Units and revised Units. These have been agreed by the External Verifier.

The following table details the credit transfer that will be given between revised and predecessor Units. It outlines information on credit transfer of individual Units from (G81P 16) HNC Sports Coaching with Development and (G8EA 16) HNC Golf Management:

UNITS				Equivalent old Units or parts and combinations of Units		Credit transfer
Unit code	Unit title	Credit value	SCQF	Unit code	Unit title	
DD39 34	Sports Coaching Theory and Practice	1	7	D512 04 D515 04	Sports Coaching Theory Organising and coaching of Sports	Full credit transfer
DD2X 34	Conduct and Ethics for Sports Coaches	1	7	D514 04	Legal and Ethical Issues in Sports Coaching and Development	Full credit transfer
DD34 34	Principles of Fitness Training	0.5	7	D513 04	Scientific Basis of Performance	Full credit transfer
DD2V 34	Anatomy, Physiology & Energy Systems	1	7	D513 04	Scientific Basis of Performance	Full credit transfer
DD30 34	First Aid for Sport	0.5	7	D4VV 04	First Aid	Full credit transfer
F0WC 34	Golf Courses: An Introduction	1	7	D7B2 04	Golf Course Management: An Introduction	Full credit transfer
F0WD 35	Golf Courses: Developing Understanding	1	8	D7B2 04	Golf Course Management: An Introduction	Full credit transfer
F0WF 34	Golf operations	2	7	D7B0 04 D7B3 04	Golf Facility Operations: Functional Organisation Golf Facility Organisations: Customer Care	Outcomes from previous Units replaced by new Unit plus option: Creating a Culture of Customer Care (DJ42 34)
F138 34	Financial Accounting Statements	1	7	A6GN 34	An Introduction to Financial Accounting Statements	Full credit transfer
DE3D 34	Managing People and Organisations	2	7	D5Mt 34	Supervision and Management	Full credit transfer

There may be opportunities to use credit transfer from HNC/HND Professional Golf towards articulation with the PGA for those candidates wishing to pursue accreditation with the PGA.

Employers and the PGA highlighted that the proposed HNC/HND should retain an industry recognised coaching element to the Group Awards. To this end the coaching Units have been developed with the UKCC requirements in mind. Delivery of the Units will allow UKCC levels 1 and 2 to be met and prepare candidates to have the potential to achieve level 3. It also prepares centres to work towards UKCC approved prior learning and be more able to assimilate with the PGA if this was a possibility in the future.

It is worth noting that whilst UKCC levels 1, 2 and 3 are qualifications that are accessible to any individual with the requisite experience, currently it would be very difficult for an individual to gain the necessary experience independent of being registered with the PGA and working in the industry. At present only those who meet the PGA's criteria can reasonably expect to attain a UKCC Level 3 in golf. Attainment of these Levels would only cover aspects relating directly to the coaching of golf and so leave a knowledge gap in the elements that industry identify as essential and make up the proposed qualification.

6 Approaches to delivery and assessment

Delivery of the programme must ensure that candidates progress academically, practically and gained knowledge is embedded. To achieve this, the delivery must create opportunities to develop these aspects appropriately. Academic progress has been highlighted in the Core Skills section of this document but in order to progress to HE appropriate study and research skills were highlighted as important through consultation with HE institutions.

Units both optional and mandatory should be viewed as offering excellent opportunities to develop and enhance independent study, research and written communication skills. Teaching aims to incorporate learning that devolves responsibility to the candidates and through structured activities develops good study skills. Examples include research activities, presentation activities, group and individual tasks and opportunities to access learning resources in centres and through partnerships with other institutions such as local university libraries.

It is current practice to involve candidates in activities that require them to resource and investigate information independently and they are encouraged to reference where appropriate. The Sports Science Units in particular require evidence of research and appropriate referencing for successful completion. Other Units including *Managing People and Organisations* (DE3D 34), *Golf Courses: Developing Understanding* (FOWD 35) and *Developing Potential in Sport* (DD2G 35) have at their core, the need to investigate other agencies, theories and application of fundamental principles.

This combined with assessments that have variety and length similar to HE provides opportunities to prepare candidates for future learning and progression. The *Psychology of Sports Performance* Unit (DD2N 35) offers the opportunity to attempt the size of essay type answer which may be expected in degree programmes. The Units of *Anatomy, Physiology and Energy Systems* (DD2V 34) and *Fitness Conditioning in Sport* (DD2L 35) offer opportunities to undertake exam type assessments while linking to underpinning knowledge.

These delivery and assessment approaches will allow delivering centres ample opportunity to develop the necessary academic skills for candidates wishing to progress to Higher Education. The Graded Unit in the second year of the HND will draw on these skills and should give universities the confidence to offer appropriate articulation to progressing candidates.

The sequence of Unit delivery is at the discretion of the delivering centre although the timetable proposed in Appendix 3 offers an appropriate logical learning progression through mandatory and optional Units.

Sufficient time must be allocated for candidates to complete the Graded Unit assessment.

Delivery should focus on the Group Award as a whole and teaching should aim to embed the wider considerations of Unit subject matter. Allocation of staff should draw on the specialism required for each area although it is good practice for all staff to be involved in the delivery and assessment of the Graded Units.

The Group Awards have been designed to ensure a progressive learning experience for candidates. This is evident in the development of knowledge and skills from SCQF level 7 Units (HNC level) to SCQF level 8 Units (at HND). Moreover, the content of the Units reflects such a progression eg from *Golf Coaching: An Introduction* (F3CM 34) to *Golf Coaching: Intermediate Performance Skills* (F3CL 34) to *Golf Coaching: Advanced Performance Skills* (F3CH 35). See Appendix 2 for a sample assessment schedule.

Due to the practical nature of the HNC/HND there are limited opportunities for distance learning. There are some aspects of the theory in some of the Units where it may be possible to accommodate distance learning. However, the practical competences should be centre based to allow consistency of delivery and assessment.

There are opportunities for part-time delivery on an infill basis and evening and weekend delivery is an option if demand for part-time access is sufficient.

Delivery should be progressive and sequenced to ensure knowledge and skills are embedded especially before progressing to Units that rely on prior understanding of key concepts and knowledge.

Assessment methods across the programme vary from Unit to Unit but may include the following:

- ◆ Restricted response question paper
- ◆ Extended response question papers
- ◆ Extended essay formats
- ◆ Real life practical and hypothetical scenarios
- ◆ Practical demonstration (videoed) with accompanying observation checklist
- ◆ Presentation
- ◆ Case Study

The assessments across each year of study will be staggered to alleviate pressure on the candidate and will take into account the candidate's readiness for assessment, time restrictions and assessment loading.

There is scope to blend assessments where Units have similar Outcomes although these are limited. There opportunities exist in some of the practical coaching elements and it is at the discretion of the delivering centre to map out an appropriate plan for assessing candidates.

It is recommended that the delivery of the Professional Golf qualification will follow a similar approach to that of American Colleges. This involves a timetable (See Appendix 3) whereby the candidates are in class five half days a week, with the afternoons being used for coaching, fitness training and performance work.

This model will be very important to the success of the Group Awards and is designed to allow the candidates to develop their skills practically in all areas, while at the same time giving them the opportunity to improve their own performance and reduce their handicaps. This is seen as a vital element, not only as a key selling tool of the programme, but also to give the best possible opportunity to candidates to improve their game during the HNC year to progress onto the HND.

This student/athlete collegiate approach to delivery will thus help in providing support to the candidate to develop their game (with the necessary adopted work ethic), to the required level for HND progression, as well as either competitive amateur level or professional level careers. Ultimately, many candidates will be looking to pursue a playing career in golf but the reality is that only a very small percentage will make it to the top level; being the European Tour. Performance skills are an integral part of the mandatory golf coaching Units to encourage candidates to improve their own game and meet with industry expectations. It is also the reason for the unique delivery of the course.

To facilitate player development the delivering centre should initiate and aid in the creation of a golf committee. The purpose of the committee is to oversee the organisation of relevant competitions to create opportunities for candidates to experience meaningful competition.

However, if a playing career does not work out, the HNC/HND Professional Golf would provide the candidate with the skills and knowledge to work in the golf industry in another field. This could both be in a coaching, management, sports science or in a club technology capacity.

Furthermore, with a unique qualification of this type it is essential that resources to support the candidates and the delivery of the award are at the disposal of the delivering centre. Furthermore, it is essential that delivering centres either have their own golf facility to support this programme or have easy access out with. This is essential as candidates need to have full and easy access to tee times on a golf course and to practice at a driving range and putting green.

These facilities are used to provide candidates with some 'real life' customer service training in golf. A golf academy and fully equipped video analysis suite are also essential both as a training tool and a mechanism for improving the candidates own performance.

In regard to the delivering team, it is vital that there is the requisite knowledge and experience in golf along with either a qualified PGA Golf Professional or an individual qualified to UKCC level 3 to support coaching elements. Site visits and guest lectures should also be embedded into the delivery to enhance the candidate experience at HNC and HND level.

7 General information for centres

Candidates with disabilities and/or additional support needs

The additional support needs of individual candidates should be taken into account when planning learning experiences, selecting assessment instruments, or considering alternative Outcomes for Units. Further advice can be found in the SQA document *Guidance on Assessment Arrangements for Candidates with Disabilities and/or Additional Support Needs* (www.sqa.org.uk).

Internal and external verification

All instruments of assessment used within this/these Group Award(s) should be internally verified, using the appropriate policy within the centre and the guidelines set by SQA.

External verification will be carried out by SQA to ensure that internal assessment is within the national guidelines for these qualifications.

Further information on internal and external verification can be found in *SQA's Guide to Assessment and Quality Assurance for Colleges of Further Education* (www.sqa.org.uk).

8 General information for candidates

It is the overall aim of the HNC/HND in Professional Golf to provide you with the necessary skills and qualities required to work in the golf industry. This may be within the sports science, coaching, and management or equipment technology fields in regards to the Golf Professional. Many of you will ultimately be seeking a playing (performance) career in golf; however graduates in this field could also embark upon a career in coaching.

Through the comprehensive coaching Units built into the programme and also the UKCC level 1 and Level 2 awards, you will emerge with clear competencies to coach at a higher level, along with amassing many hours of practical experience along the way. The practical experience you will undertake during your studies, particularly within the coaching Units, will create opportunities to amass evidence and experience for future progression to UKCC level 3.

Through the various modes of assessment, you may be required to tackle closed-book examinations to case studies, practical assessments, research and open-book assessments. Specific details on assessment methods and timing will be given by your centre when you start your HNC/HND.

Together with the mandatory and optional Units studied, you will also undertake a one credit Graded Unit at HNC level (SCQF level 7) and two credit Graded Unit at HND level (SCQF level 8). These Graded Units are assessed differently to Units as they assess integration and application of knowledge and skills already gained in selected mandatory and/or optional Units. They are graded A/B/C unlike the Pass/Not Achieved award given to other Units.

If you are looking to progress beyond HND to Higher Education at a Scottish university, you should be aware of the influence your grade in this Graded Unit has on your articulation to particular HE Institutions. Indeed, the HND level of study should mirror the standard of work produced at second year of a Scottish university, at SCQF level 8.

As stated within the entry requirements, entry onto the HNC will be through one of three routes:

- 1 Successful completion of the National Certificate in Golf Studies
- 2 Two Highers ('C' pass)
- 3 Mature candidates accepted will be assessed on their own merit, at the discretion of the delivering centre

In addition to the requirements above you must also have a handicap limit of 5.4. Throughout the HNC there are opportunities on a weekly and daily basis to develop and improve performance. This will be done through medal play, practice, coaching by the delivering centre's PGA Professional/equivalent as well as fitness and conditioning work in the gym.

However, by the end of the HNC year, you must have developed your game to a single figure handicap level to progress onto the HND. Indeed, it would be preferable for you to reach a category 1 (5 or less) handicap, a level necessary in preparation for level 3 ASQ which requires a high degree of competent demonstration during the coaching process. If you have not reached this level will be advised on either:

- ◆ employment opportunities available after the HNC – working with active schools coordinators, assistant coaching opportunities, retail opportunities, etc.
- ◆ other courses of interest at FE/HE institutions (year 1/2)
- ◆ key aspects of their performance that requires further development in order to progress (continuous process during delivery)

If you progress onto the HND year will have additional options thereafter. Where any gaps exist between this award and articulation to HE, options are in place to bridge the gap to provide you with the required level of study to progress.

Throughout the HNC and HND qualifications there are opportunities to develop key Core Skills in *Communication, Working with Others, Problem Solving, Information Technology* and *Numeracy*. These Core Skills are embedded into the delivery of the Units and will be developed through various teaching and assessment approaches.

As a practically based course there are limited options for open/flexible learning. There are some aspects of the theory in some Units where it may be possible to accommodate distance learning. However the practical competencies will be delivered and assessed at the delivering centre.

9 Glossary of terms

SCQF: This stands for the Scottish Credit and Qualification Framework, which is a new way of speaking about qualifications and how they inter-relate. We use SCQF terminology throughout this guide to refer to credits and levels. For further information on the SCQF visit the SCQF website at www.scqf.org.uk

SCQF credit points: One HN credit is equivalent to 8 SCQF credit points. This applies to all HN Units, irrespective of their level.

SCQF levels: The SCQF covers 12 levels of learning. HN Units will normally be at levels 6–9. Graded Units will be at level 7 and 8.

Subject Unit: Subject Units contain vocational/subject content and are designed to test a specific set of knowledge and skills.

Graded Unit: Graded Units assess candidates' ability to integrate what they have learned while working towards the Units of the Group Award. Their purpose is to add value to the Group Award, making it more than the sum of its parts, and to encourage candidates to retain and adapt their skills and knowledge.

Dedicated Core Skill Unit: This is a Unit that is written to cover one or more particular Core Skills, eg HN Units in Information Technology or Communications.

Embedded Core Skills: This is where the development of a Core Skill is incorporated into the Unit and where the Unit assessment also covers the requirements of Core Skill assessment at a particular level.

Signposted Core Skills: This refers to the opportunities to develop a particular Core Skill at a specified level that lie outwith automatic certification.

Qualification Design Team: The QDT works in conjunction with a Qualification Manager/Development Manager to steer the development of the HNC/D from its inception/revision through to validation. The group is made up of key stakeholders representing the interests of centres, employers, universities and other relevant organisations.

Consortium-devised HNCs and HNDs are those developments or revisions undertaken by a group of centres in partnership with SQA.

Specialist single centre and specialist collaborative devised HNCs and HNDs are those developments or revisions led by a single centre or small group of centres who provide knowledge and skills in a specialist area. Like consortium-devised HNCs and HNDs, these developments or revisions will also be supported by SQA.

10 Appendices

Appendix 1: (Core Skills Mapping)

Appendix 2: (Assessment Schedule)

Appendix 3: (Programme Timetable)

Appendix 1: Core Skills Mapping

Course: HNC Professional Golf — Units

CT – Critical Thinking	PO – Planning and Organising	RE – Reviewing and Evaluating
WWO – Working with Others	WC – Written Communication	OC – Oral Communication
UN – Using Number	UGI – Using Graphical Information	IT – Using Information Technology

All components are signposted.

Unit No	Unit title	Opportunity to develop Core Skill component covered by Unit								
		Problem Solving			WWO	Communication		Numeracy		IT
		CT	PO	RE	WWO	WC	CT	PO	RE	WWO
F3CM 34	Golf Coaching: An Introduction	SCQF level 5	SCQF level 5	SCQF level 5	SCQF level 5	SCQF level 5	SCQF level 5			SCQF level 4
F3CL 34	Golf Coaching: Intermediate performance	SCQF level 5	SCQF level 5	SCQF level 5	SCQF level 5	SCQF level 5	SCQF level 5			SCQF level 4
F3RH 34	Professional Golf: Graded Unit 1	SCQF level 5	SCQF level 5	SCQF level 5	SCQF level 5	SCQF level 5	SCQF level 5			
DD2V 34	Anatomy, Physiology & Energy Systems	SCQF level 5	SCQF level 5	SCQF level 5	SCQF level 5	SCQF level 5	SCQF level 5	SCQF level 4	SCQF level 5	SCQF level 4
DD34 34	Principles of Fitness Training	SCQF level 5	SCQF level 5	SCQF level 5	SCQF level 5	SCQF level 5	SCQF level 5	SCQF level 4	SCQF level 5	SCQF level 4
DG6W 34	Principles and Practices of Selling	SCQF level 5	SCQF level 5	SCQF level 5	SCQF level 5	SCQF level 5	SCQF level 5			SCQF level 4
F138 34	Financial Accounting Statements: An Introduction	SCQF level 5	SCQF level 5	SCQF level 5	SCQF level 5	SCQF level 5		SCQF level 5		SCQF level 4
F3CJ 34	Equipment Technology	SCQF level 5	SCQF Level 5	SCQF level 5	SCQF level 5	SCQF level 5	SCQF level 5			SCQF level 4
F0WC 34	Golf Courses: An Introduction	SCQF level 5	SCQF level 5	SCQF level 5	SCQF level 4	SCQF level 4	SCQF level 4			SCQF level 4
F0WF 34	Golf Operations	SCQF level 5	SCQF level 5	SCQF level 5	SCQF level 5	SCQF level 5	SCQF level 5	SCQF level 4	SCQF level 4	SCQF level 4
DV0M 34	Work Experience	SCQF level 5	SCQF level 5	SCQF level 5	SCQF level 5	SCQF level 5	SCQF level 5			SCQF level 4
DD36 34	Resistance Training for Sport	SCQF level 5	SCQF level 5	SCQF level 5	SCQF level 5	SCQF level 5	SCQF level 5	SCQF level 4	SCQF level 4	SCQF level 4
DD30 34	First Aid for Sport	SCQF level 5	SCQF level 5	SCQF level 5	SCQF level 5	SCQF level 5	SCQF level 5	SCQF level 4		
DD39 34	Sports Coaching Theory & Practice	SCQF level 5	SCQF level 5	SCQF level 5	SCQF level 5	SCQF level 5	SCQF level 5			SCQF level 4

Core Skills Mapping

Course: HND Professional Golf – Units

CT – Critical Thinking	PO – Planning and Organising	RE – Reviewing and Evaluating
WWO – Working with Others	WC – Written Communication	OC – Oral Communication
UN – Using Number	UGI – Using Graphical Information	IT – Using Information Technology

All components are signposted.

Unit No	Unit title	Opportunity to develop Core Skill component covered by Unit									
		Problem Solving			WWO	Communication			Numeracy		IT
		CT	PO	RE	WWO	WC	OC	UN	UGI	IT	
F3CH 35	Golf Coaching: Advanced Performance Skills	SCQF level 6	SCQF level 6	SCQF level 6	SCQF level 6	SCQF level 6	SCQF level 6			SCQF level 5	
DD2M 35	Improving Coaching in Sport	SCQF level 6	SCQF level 6	SCQF level 6	SCQF level 6	SCQF level 6	SCQF level 6			SCQF level 5	
DD2T 35	Sports Mechanics	SCQF level 6	SCQF level 6	SCQF level 6		SCQF level 6	SCQF level 6	SCQF level 4	SCQF level 4	SCQF level 5	
DD2L 35	Fitness Conditioning in Sport	SCQF level 6	SCQF level 6	SCQF level 6		SCQF level 6	SCQF level 6	SCQF level 4	SCQF level 4	SCQF level 5	
DD2N 35	Psychology of Sports Performance	SCQF level 6	SCQF level 6	SCQF level 6	SCQF level 5	SCQF level 6	SCQF level 6			SCQF level 5	
DE3D 34	Managing People and Organisations	SCQF level 5	SCQF level 4	SCQF level 5	SCQF level 4	SCQF level 5	SCQF level 5			SCQF level 4	
F0WD 35	Golf Courses Developing Understanding	SCQF level 6	SCQF level 6	SCQF level 6	SCQF level 4	SCQF level 6	SCQF level 6			SCQF level 5	
F3RJ 35	Professional Golf: Graded Unit 2	SCQF level 6	SCQF level 6	SCQF level 6	SCQF level 6	SCQF level 6	SCQF level 6	SCQF Level 5		SCQF level 5	
DA8X 35	Event Management in Sport	SCQF level 6	SCQF level 6	SCQF level 6	SCQF level 6	SCQF level 6	SCQF level 6	SCQF Level 5		SCQF level 5	
DT4W 34	Nutrition for Fitness, Health and Exercise	SCQF level 5	SCQF level 5	SCQF level 5		SCQF level 5	SCQF level 5			SCQF level 4	
DD2G 35	Developing Potential in Sport: An Introduction	SCQF level 6	SCQF level 6	SCQF level 6		SCQF level 6	SCQF level 6			SCQF level 5	

Appendix 2: Assessment Schedule Blocks

Assessment Schedule Block 1 — HNC Professional Golf

Name of Unit	Week 1	Week 2	Week 3	Week 4	Week 5	Week 6	Week 7	Week 8	Week 9	Week 10	Week 11	Week 12
DD39 34 Sport Coaching Theory and Practice				O1 ●			O2 ●		←	O3/4	→	
F138 34 Financial Accounting Statements: An Introduction										O1 ● O2 ●		
DD2V 34 Anatomy Physiology and Energy Systems				←				O1/2			→	
FC3M 34 Golf Coaching an Introduction			O1 ●				O2/3 ●			O4 ●		
F0WC 34 Golf courses: An Introduction					O1 ●				O2 ●		O3 ●	

Assessment Schedule Block 2 — HNC Professional Golf

Name of Unit	Week 1	Week 2	Week 3	Week 4	Week 5	Week 6	Week 7	Week 8	Week 9	Week 10	Week 11	Week 12
F3CL 34 Golf Coaching Intermediate Performance Skills			O1 ●		O2 ●		←				O3/4	→
F0WF 34 Golf Operations							O1 ●				O2 ●	
DG6W 34 Principles and Practices of selling						O1 ●			←	O2	→	
DD34 34 Principles of Fitness				O1 ●		O2 ●						
DD30 34 First Aid for Sport								O1 ●	←	O2	→	

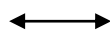
O = OUTCOME

← → = Period of assessment

Assessment Schedule Block 3 — HNC Professional Golf

Name of Unit	Week 1	Week 2	Week 3	Week 4	Week 5	Week 6	Week 7	Week 8	Week 9	Week 10	Week 11	Week 12
<i>DD36 34 Resistance Training for Sport</i>				O1 ●			O2 ●			← O3 →		
<i>F0WF 34 Golf Operations</i>						O3/4 ●				O5 ●		
<i>F3CJ 34 Equipment Technology</i>				O1 ●			O2 ●			← O3 →		
<i>DV0M 34 Work Experience</i>			O1 ●		O2 ●			← O3 →				
<i>F3RH 34 Graded Unit 1</i>	←									O1		→

O = OUTCOME



= Period of assessment

Assessment Schedule Block 1 — HND Professional Golf

Name of Unit	Week 1	Week 2	Week 3	Week 4	Week 5	Week 6	Week 7	Week 8	Week 9	Week 10	Week 11	Week 12
<i>F3CH 35 Golf Coaching – Advanced Performance Skills</i>		←			O1		→			←		O2
<i>DD2M 35 Improving of Coaching in Sport</i>				O1 ●		←			O2/3			→
<i>DD2T 35 Sports Mechanics</i>			O1 ●				O2 ●			O3 ●		
<i>DD2N 35 Psychology of Sports Performance</i>				O1 ●				O2 ●		←	O3	→
<i>F0WD 35 Golf Courses — Developing an Understanding</i>			O1 ●			O2 ●			O3 ●		O4 ●	

Assessment Schedule Block 2 — HND Professional Golf

Name of Unit	Week 1	Week 2	Week 3	Week 4	Week 5	Week 6	Week 7	Week 8	Week 9	Week 10	Week 11	Week 12
<i>F3CH 35 Golf Coaching – Advanced Performance Skills</i>	←		O2		→		←		O3			→
<i>DD2M 35 Improving of Coaching in Sport</i>	←					O4/5					→	
<i>DE3D 35 Managing People and Organisations</i>					O1 ●						O2 ●	
<i>DA8X 35 Event Management In Sport</i>				O1 ●				O2 ●				
<i>DD2L 35 Fitness Conditioning</i>				O1 ●			O2 ●				O3 ●	

O = OUTCOME

←→ = Period of assessment

Assessment Schedule Block 3 — HND Professional Golf

Name of Unit	Week 1	Week 2	Week 3	Week 4	Week 5	Week 6	Week 7	Week 8	Week 9	Week 10	Week 11	Week 12
<i>DT3W 34 Nutrition for Fitness Health and Exercise</i>					O1/2 ●				O3 ●			
<i>DD2G 35 Developing Potential</i>				O1 ●				O2 ●		O3 ●		
<i>Managing People and Organisations</i>			O3 ●						O4 ●			
<i>DA8X 35 Event Management</i>	←—————→											
<i>F3RJ 35 Graded Unit 2</i>	←—————→											

O = OUTCOME



= Period of assessment

Appendix 3: Programme Timetable

Block 1 Weeks 1-12					
	Monday	Tuesday	Wednesday	Thursday	Friday
AM	Sports Coaching Theory & Practice	Financial Accounting Systems	Anatomy Physiology, Energy Systems	Golf Coaching An Introduction	Golf Courses An Introduction
PM	Performance Development	Golf Practice	Golf League/Medal	Fitness Training	

Block 2 Weeks 13-24					
	Monday	Tuesday	Wednesday	Thursday	Friday
AM	Golf Coaching Intermediate Performance	Principles and practices of Selling	Principles of Fitness Training/Sports Injuries	Golf Coaching Intermediate Performance	Golf Operations
PM	Performance Development	Golf Practice	Golf League/Medal	Fitness Training	

Block 3 Weeks 25-36					
	Monday	Tuesday	Wednesday	Thursday	Friday
AM	Golf Coaching Integrative Assessment	Resistance Training for Sport	Golf Operations	Equipment Technology	Workplace Experience
PM	Performance Development	Golf Practice	Golf League/Medal	Fitness Training	

Block 1 Weeks 1-12					
	Monday	Tuesday	Wednesday	Thursday	Friday
AM	Golf Coaching: Advanced performance Skills	Managing People in Organisations	Sports Mechanics	Improving Coaching in Sport	Psychology of Sports Performance
PM	Performance Development	Golf Practice	Golf League/Medal	Fitness Training	

Block 2 Weeks 13-24					
	Monday	Tuesday	Wednesday	Thursday	Friday
AM	Golf Coaching: Advanced performance Skills	Managing People in Organisations	Fitness Conditioning	Improving Coaching in Sport	Golf Coaching Integrative Assessment
PM	Performance Development	Golf Practice	Golf League/Medal	Fitness Training	

Block 3 Weeks 25-36					
	Monday	Tuesday	Wednesday	Thursday	Friday
AM	Event Management in Sport	Nutrition for Fitness, Health & Exercise	Golf Courses Developing Understanding	Developing Potential in Sport: An Introduction	Golf Coaching Integrative Assessment
PM	Performance Development	Golf Practice	Golf League/Medal	Fitness Training	