



R&A Rules Limited

Procedure for Applications for Reinstatement of Amateur Status

1. General

- 1.1 In order to deal with routine or straightforward applications for reinstatement to Amateur Status in accordance with the Rules of Amateur Status (the "Rules") as efficiently as possible, these shall be considered, in the first instance, by a member of staff from the Rules Department (Rules Staff) at the level of Rules Manager or above.

2. Receipt of Application and Initial Consideration by Rules Staff

- 2.1 On receipt of an application for reinstatement to Amateur Status, the Rules Staff shall review the application and either:
 - 2.1.1 Reinstatement immediately;
 - 2.1.2 Prescribe a period awaiting reinstatement, based on the guidelines contained in the Guidance Note and any related published policies for Rule 5 of the Rules of Amateur Status; or
 - 2.1.3 Deny reinstatement.
- 2.2 The Rules Staff shall inform the person applying for reinstatement (the "Player") of its decision and the reasons for it in writing no later than 42 days after receipt of the Player's application for reinstatement. The Player shall also be informed at this time that they have the right to request in writing and within 21 days of the date of the Rules Staff's letter that their application be considered by the full Amateur Status Committee.
- 2.3 Where requested to do so by the Player in accordance with paragraph 2.2, the Rules Staff shall refer the matter to the full Amateur Status Committee. The Player shall be informed in writing that the full Amateur Status Committee will review their application and of a reasonable timescale for this.
- 2.4 Pending review by the full Amateur Status Committee of the application, any decision taken by the Rules Staff shall remain in full effect.

3. Consideration by the Full Amateur Status Committee

- 3.1 Upon receipt of the Player's written request to have their application considered by the full Amateur Status Committee (the "Committee") under paragraph 2.2,

the Rules Staff shall pass the application and all relevant papers to the Committee as soon as practicable.

- 3.2 The Committee shall consider these papers, and the circumstances of the application, and may write to the Player requesting further information, comments or representations in writing within 14 days of the date of the Committee's letter.
- 3.3 Following receipt of any further information, comments or representations from the Player or, where the Committee considers that it has sufficient information to determine the matter, it may either:
 - 3.3.1 Reinstate Amateur Status immediately;
 - 3.3.2 Prescribe a period awaiting reinstatement, based on the guidelines contained in the Guidance Note and any related published policies for Rule 5 of the Rules of Amateur Status; or
 - 3.3.3 Deny reinstatement.
- 3.4 In order to deal with cases as efficiently as possible, most applications will be considered on the papers only and the Committee will not meet in order to reach a decision. In such cases, paragraph 3.5 will apply. If, however, it is considered necessary to meet, which may be in person or by video conference, in order to reach a decision on any particular case, paragraph 3.5 does not apply and instead paragraphs 3.6 and 3.7 will apply to such a case.
- 3.5 Where the Committee reaches a decision without meeting, the Committee shall inform the Player in writing of its decision, and the reasons for it no later than 42 days after its receipt of the Player's letter requesting a full review of their application under paragraph 2.2 above. The Player shall also be informed at this time of their right to appeal the decision of the Committee to the Appeals Committee in accordance with the R&A Rules of Appeal.
- 3.6 Where it is considered necessary to meet in order to reach a decision in relation to any particular case, the Committee shall meet no later than 42 days after its receipt of the Player's letter requesting a full review of their application..
- 3.7 Following its consideration of a case under paragraph 3.6, the Committee shall inform the Applicant in writing of its decision, and the reasons for it, no later than 14 days after the date of the meeting at which the case was considered. The Applicant shall also be informed at this stage of their right to appeal the decision of the Committee to the Appeals Committee in accordance with the R&A Rules of Appeal.
- 3.8 Pending appeal of the decision of the Committee to the Appeals Committee the Committee's decision shall remain in full effect.

4. Grounds for Appeal

- 4.1 An appeal of the decision by the Committee may be made by the Player to the Appeals Committee within 21 days of the date of the Committee's decision letter.
- 4.2 An appeal may be made only on one or more of the following grounds:
 - 4.2.1 The Committee's decision was based on a misapplication of the Rules;
 - 4.2.2 The Committee's decision was not supported by the facts before it;
 - 4.2.3 The Committee's decision was procedurally flawed in a material way.
- 4.3 Any appeal shall be carried out in accordance with the R&A Rules of Appeal.