

Section 3: Service to the tennis industry, USPTA and/or USTA

Required: 100 points with 150 maximum. A maximum of 50 points may be earned from categories A, B, C and D.

Note: Letters submitted by national, sectional or divisional officers must verify *each* point requested. “Cover-all” letters verifying everything are not acceptable.

- A. USPTA national Professional of the Year — 45 points. Receiving national Professional of the Year award. Points are given on a one-time basis.
- B. USPTA divisional Professional of the Year — 15 points. Receiving divisional Professional of the Year award. Points are given on a one-time basis.
- C. USPTA state Professional of the Year — 10 points (20 maximum). Receiving state Professional of the Year award.
- D. National Officer – 30 points per year. National President – additional 20 points (one term served)
- E. USPTA divisional officer — 10 points per year (30 maximum). 10 additional points for Division President

Submit: *USPTA Membership Directory*, divisional newsletter or letter from divisional Executive Director.

- F. USPTA district or state officer — 5 points per year (10 maximum). If president of district 10 additional points may be added once only.

Submit: Divisional newsletter or district newsletter.

- G. Chair of USPTA national committee — 20 points (40 maximum). Committee member (non-chair) – 10 points per year

Submit: *USPTA Membership Directory* or letter from committee chair or president.

Note: A committee may be submitted only once.

- H. Chair of USPTA divisional committee or convention — 10 points per year (30 maximum).

Submit: Divisional brochure, newsletter or officer’s letter.

- I. Director of USPTA Academy or Schools — 15 points each (30 maximum).

Submit: Brochure, program or officer’s letter.

- J. Staff of USPTA Academy or Schools — 10 points each (20 maximum).

Submit: Brochure or letter from academy director.

- K. Speaker at USPTA World Conference — 15 points per convention (45 maximum).

Submit: Brochure, program or officer's letter.

- L. Speaker at USPTA divisional or USTA sectional or state coaches workshop — 5 points per event (15 maximum).

Submit: Brochure, program or officer's letter.

- M. Speaker at USPTA divisional convention — 5 points each presentation (30 maximum).

Submit: Brochure, program or officer's letter.

- N. Speaker at conference from allied organizations – 15 points for national conference, 5 points for sectional or regional conference and 2 points for district conference (45 points maximum for national, 25 points maximum for both other categories combined).

Conduct a Developmental Coach Workshop — 5 points (15 maximum).

Submit: Brochure or program.

- O. Speaker at USPTA state or district educational workshop — 2 points (10 maximum).

Submit: Brochure, program or officer's letter.

Note: The presentation must be a minimum of 30 minutes in length.

- P. Speaker at USPTA divisional seminar contest: winner — 3 points; participant — 1 point; national winner — 5 points (5 maximum).

Submit: Brochure, program or officer's letter. Q.

USPTA tester — 5 points each year (20 maximum).

Submit: Divisional newsletter indicating job or officer's letter.

- R. Successful sponsorship of new USPTA members — 2 points each (20 maximum).

Submit: National or divisional newsletter supporting sponsorship, or letter from the applicant(s) who was or were sponsored.

- S. Director or referee of USPTA or USTA national tournament — 10 points each (20 maximum).

Submit: Entry blank, brochure, program or officer's letter.

Examples: USTA National Junior Championships.
 USTA father-son or mother-daughter tournaments (these are national championships).

Section 3 (continued)

T. Director or referee of USPTA or USTA **sectional or divisional** tournament, USTA futures satellite events or part of a USPTA divisional circuit (i.e. Grand Prix) — 5 points each event (15 maximum). Example: Florida Division (USPTA) Singles Championships, Western Tennis Association (USTA) Championships.

Submit: Entry blank, brochure, program or officer's letter.

Note: This also would include USTA **satellite** events.

U. Director or referee of major national or international events — 15 points each (30 maximum).

Submit: Entry blank, program, draw sheet or officer's letter.

Note: This would include ATP, WTA, Davis Cup, Wightman Cup and Federation Cup.

V. Participated in national or regional clinics for major manufacturer — 5 points each (25 maximum).

Submit: Brochure or letter from clinic director or manufacturer.

W. Leadership role in charity tennis event – 5 points each (10 maximum)

Submit: Brochure, program or letter from charity leader/officer.

Note: This should be for a leadership role in the event, not merely playing in it.

X. Tennis-related volunteer work or community service — 2 points per year (30 maximum).

Submit: Letters from community or charity leaders acknowledging contribution.

Y. USTA sectional officer — 5 points per year (20 maximum).

Submit: USTA sectional yearbook/newsletter indicating office or letter from USTA office.

Z. USTA national officer — 30 points (onetime only).

Submit: USTA Yearbook or letter from USTA office.

AA. USTA state or district officer — 2 points per year (10 maximum).

Submit: USTA Yearbook or letter from USTA office.

BB. Member of USPTA or USTA national committee — 5 points per year per committee (15 points maximum).

Submit: USTA Yearbook or letter from committee chair.

Section 3 (continued)

CC. Chair of USPTA Division Leaders Training Workshop — 15 points.

Submit: Outline for meeting, or letter from USPTA president. EE.

Commentary for tennis broadcasts — 5 points (10 points maximum).

Submit: Letter from television station manager stating dates of performance and job performed.

FF. USTA NTRP verifier: state verifier — 1 point; sectional verifier — 2 points; national verifier — 3 points (10 maximum).

Submit: Letter from USTA office in charge of verification.

GG. Run a USPTA or USTA official program. (Examples: USA Tennis 1-2-3, USPTA Little Tennis, USPTA Adult Tennis League, Champion of Champions, USPTA Lessons for Life, USPTA Junior Circuit, USTA Play Days, USTA Junior Team Tennis, etc.) — 2 points (10 points maximum).

Submit: Copy of certificate.

Section 4: Ranking: your own or your students'

Required: 75 points with 150 maximum.

A maximum of 50 points may be earned from categories A, B, C, D and E.

Note: Doubles rankings in all classes count as half the singles value and also may be counted only once. You can get points for both singles and doubles values at the same level.

Your ranking (singles or doubles).

A. National singles — 50 points (score only once). Played DI Tennis – 20 points (scored only once).

Submit: USTA or national federation yearbook. For DI Tennis, submit copy of Varsity Letter or letter written from coach or Athletic Director.

B. Sectional singles — 20 points (score only once).

Submit: USTA or national federation yearbook or sectional yearbook.

C. USPTA **international** singles — 20 points (score only once).

Submit: *USPTA Membership Directory* or newsletter.

D. USPTA **divisional** singles — 10 points (score only once).

E. Played on divisional team at USPTA International Team Championships — 5 points per year (15 maximum).

Submit: *USPTA Membership Directory* or divisional newsletter.

Student ranking (singles or doubles):

F. National (singles only) — 50 points per each student **once**.

Submit: The standard form (see sample on Page 15) and documentation of ranking via yearbook or directory.

Note: You may submit **more than one** student for 50 points each, but each student may be submitted only once for points. **Only numerical rankings are acceptable.**

G. Sectional (singles only) — 15 points per student once. All American – 50 points.

Submit: The standard form letter exactly as indicated in Part F above and documentation of ranking via yearbook or directory.

Note: Again, you may submit **more than one student** for 15 points **each** but each student may be submitted only once for points. **Only numerical rankings are acceptable.**

H. College coach with winning record — 5 points per year (25 maximum).

Submit: Letter from athletic director or sports information director indicating team record during period claimed.

Note: Newspaper listing of records is not acceptable.

Standard form to verify student ranking

Note: USPTA feels very strongly that the ranking information submitted for credit be verifiable.

To the Master Professional Committee:

This letter certifies that _____ was the **principal coach**
(USPTA professional)

of _____ during _____ and that during that
(student name) (year)

season the player's ranking was _____ in _____
(numerical ranking) (age division)

of _____.
(national/sectional organization)

Signature _____

Relation to player _____

Mailing address _____

Phone number _____

Email address _____

Date _____

Section 4 (continued)

- I. Coach of college team conference winner — 10 points per championship (30 maximum).

Submit: Letter from athletic director or sports information director or newspaper article about victory.

- J. High school coach with winning record — 2 points per year (10 maximum).

Submit: Letter from principal or athletic director (no newspapers).

- K. High school team conference winner — 5 points each (25 maximum).

Submit: Letter from conference director, principal or athletic director.

- L. High school or college coach with state or national ranking — 10 points each year (30 maximum).

Submit: Copy of rankings from verifiable source. If from a newspaper or wire service, include address of the ranking committee chair. If from a state or national coaches association, include ranking, committee chair's name, address and phone number.

Section 5: Participation and self-improvement

**Required: 100 points with 150 maximum.
A minimum of 50 points must come from parts A and B.**

Note: Letters from national or divisional officers verifying attendance at functions must list each event and not be “cover-all” statements.

A. Attend USPTA World Conference — 10 points each (30 maximum).

Submit: Letter from USPTA or nametag or certificate from convention(s).

B. Attend USPTA divisional convention — 10 points each (40 maximum).

Submit: Letter from divisional officer verifying attendance.

C. Attend any of the following:

- ▣ USPTA 3 day Tennis Teachers CoursesSM (15 points)
- ▣ Certification Review Course/PTAI Course (5 points)
- ▣ Developmental/Recreational Coach Workshop (5 points)
- ▣ All other Tennis related courses receive the following: one half-day courses, 2.5 points each; one-day courses, 5 points; and two-day courses, 10 points. The same point values apply to CPR/First Aid Courses.

Submit: Copy of verification of completion or attendance letter from the clinic director.

D. College degrees: undergraduate — 20 points; graduate — 20 points; doctorate — 20 points.

Submit: Photocopy of degree(s) or transcripts indicating degree awarded.

E. USPTA Specialist Degree — 10 points

F. Attend Dale Carnegie course (full) — 10 points.

Submit: Certificate of completion or letter from course director.

G. Become certified to administer CPR — 5 points.

Submit: Photocopy of CPR card indicating validity **at time of submission.**

Section 5: (continued)

H. National Certifications in related fields other than tennis-specific — 5 points.

Submit: Photocopy of certificate of attendance and course descriptions.

I. Certified USTA referee, chair umpire or line umpire — 5 points each year (15 maximum).

Submit: Photocopy of certificate or card for any one of the above positions.

Note: Any **one** of the above will count for a submitted year. You **CANNOT** get 10 points for referee and 10 more for chair umpire in the same year.

J. Attend Vic Braden Tennis College — 10 points per course (20 maximum).

Submit: Certificate or letter supporting attendance.

K. Attend ITA/IHRSA/CMAA/NRPA convention — 5 points each (10 maximum).

Submit: Attendance certificates or letters supporting attendance.

L. Attend USTA Tennis Teachers Conference — 10 points per year (30 maximum).

Submit: Photocopy of certificate(s) of attendance or letter from USTA verifying attendance.

M. Attend USTA weekend workshops — 5 points each (10 maximum).

Submit: Photocopy of certificate(s) of attendance or letter from USTA verifying attendance.

N. Membership in allied organizations — 2 points each (10 maximum), such as USTA, IHRSA, ATI, ATA, AAHPERD, ITA, NASPSPA, NASSS, CMAA, NRPA, State High School Tennis Coaches Association, National High School Tennis Coaches Association and other coaches organizations.

Submit: Photocopies of membership cards showing current active status.

O. Member of advisory staff of major manufacturers — 5 points each (10 maximum).

Submit: Letters from manufacturers verifying membership or photocopies of “staff” membership.

P. Additional academic coursework in related professional field — 5 points per course (15 maximum).

Submit: Transcript from academic institution.

Q. USTA Level I Sport Science certification — 3 points (3 maximum).

Submit: Letter or certificate from the USTA verifying certification.

R. USTA Level II Sport Science certification — 3 points (3 maximum).

Submit: Letter or certificate from the USTA verifying certification.

Section 6: Specialty Courses

Section A: **Required: 80 hours of specialty courses.**

Submit: Verification of attendance by WorldHeadquarters.

- Section 6 point sheet on Page 25
- Credit can be awarded for attending duplicate specialty courses if courses are not within three years of each other and content or presenter has changed.
- Specialty courses on DVD are eligible. Credit is given once you have submitted your verification code at the end of the DVD. Please list each specialty course on Section 6 sheet.
- International members may receive specialty course credit (with committee approval) for courses they have taken and passed that are equivalent in education value to USPTA specialty courses. Documentation and course outline are required for approval.

USPTA Master Professional applicant _____

Section 2: Research, publications and communications

Minimum Points required 75. Maximum Possible Points 150. Materials can only be used one time.

Item/Letter	Publications/communications	No. of Words (if applicable)	Your points	Committee points (committee use only)
Total points				

Committee comments: _____

USPTA Master Professional applicant _____

Section 3: Service to the tennis industry, USPTA and/or USTA

Minimum Points required 100. Maximum Possible Points 150. Materials can only be used one time.

Item/Letter	Publications/communications	Your points	Committee points (committee use only)
Total points:			

Committee comments: _____

USPTA Master Professional applicant _____

Section 4: Ranking: your own or your student(s)

Minimum Points required 75. Maximum Possible Points 150. Materials can only be used one time.

Item/Letter	Publications/communications	Your points	Committee points (committee use only)
Total points:			

Committee comments: _____

USPTA Master Professional applicant _____

Section 5: Participation and self-improvement

Minimum Points required 100. Maximum Possible Points 150. Materials can only be used one time.

Item/Letter	Publications/communications	Your points	Committee points (committee use only)
Total points:			

Committee comments: _____
