Racquet Sports Professionals Association
Master Professional Application
TENNIS

Applicant_____

Division_____RSPA Member No._____

Membership date_____ Date attained Elite Pro rating _____

Mailing address_____

City_____State_____ZIP _____

Home phone_____Cell phone _____

Email:_____Date of application _____

Signature of applicant _____

Requirements for Master Professional

The following requirements are applicable in 2027 only.
Old applications and/or support materials based on previous years' requirements will not be accepted.

1. Must be a RSPA member in good standing (i.e., dues).
2. Members must hold an Elite Professional rating for 10 years.
3. Must have completed 80 hours of Specialty Courses OR 300 hours of RSPA education.
4. Must submit a digital presentation composed of six sections with the contents as follows:

   Section 1: Application and résumé

   Section 2: Research, publications and communications (point sheets with item-by-item verification of each point). All materials submitted must be published by May 1 of the year in question.

   Section 3: Service to the tennis industry, RSPA and/or USTA (point sheets with item-by- item verification of each point)

   Section 4: Ranking: for your student(s) (point sheets with item-by-item verification of each point)

   Section 5: Participation and self-improvement (point sheets with item-by-item verification of each point)

   Section 6: Specialty courses OR contining education

5. To verify points, materials must be submitted according to the instructions given on the following pages. The type of support material that will be accepted is also discussed. **Please follow these instructions closely. All other support materials are unacceptable.** Grading is based upon proper layout of documentation in the order that matches the outline, and completion of forms and section totals sheets. Please note that the committee does not do research on your application – it is up to the applicant to supply documentation in an orderly fashion to allow the committee to approve the highest point total in each section. ONLY SUBMIT ITEMS THAT EARN POINTS. FOR EXAMPLE, DO NOT SUBMIT LETTERS OF RECOMMENDATION, AS THEY DO NOT EARN POINTS.

6. All applications must be received by **May 1, 2027**, for committee review and potential presentation at the **2027 RSPA World Conference. If the person applying for Master Pro does not receive a response that the application has been received, it has not been received and will not be considered. Scrapbooks received after May 1, 2027 will not be considered.**

7. The Master Professional Review Committee (hereafter "Committee") reserves the right to consider all highly qualified applicants for Master Pro status by waiving parts of the prerequisites that the committee feels the candidate has an unreasonable hardship fulfilling.

8. Any applicant who provides false or misleading information will be disqualified and will be ineligible to reapply for five years. Inaccuracies discovered after receipt of the Master Pro designation may result in revocation of Master Pro status.

9. All applications and any questions regarding the Master Professional application should be emailed to: Certification@RSPA.net, Kristin.Schneiderman@RSPA.net and Mentoring@RSPA.net..

Breakdown of points per category

A minimum of 450 combined points from sections 2 through 5 is required to earn the Master Professional rating. Additionally, each section must also meet the required minimum points.

NOTE: Any materials/items that receive points in any section can be used only once for points.

	Min. Points Required	Max. Points Possible
1. Application and résumé	N/A	N/A
2. Research, publications and communications	75	150
3. Service to the tennis industry	100	150
4. Ranking: for you or your student(s)	75	150
5. Participation and self-improvement	100	150
6. Specialty courses OR education credit	80 or 300	80 or 300

Preparation of Digital Scrapbook for Submission

1. Organize records, newspaper clippings, attendance certificate & articles
2. Scan and save as pdfs or jpeg file. Reference with section and document number.
3. For articles, list total words per document.
4. Files must be displayed digitally in one document by email

Below is an example.

RSPA Master Professional applicant _____

Section 3: Service to the tennis industry, RSPA and others

Item/exhibit Publications/communications	Your points	Committee points (committee use only)
3-C, 2002 GA Pro of the Year	10	
3-J, 2008 Speaker at World Conference – On court Drills	15	
Total points:		

Committee comments:_____

_____

_____

Section 1: Application and résumé

This section of your digital presentation should contain:

1. The completed Master Professional application form (Page 1 of this packet)
2. A complete résumé (all education and career positions)
3. A current photo

Section 2: Research, publications and communications

Required: 75 points with 150 points maximum

All mateials must be published or posted by April 30th of the application year in time to meet the May 1st submission deadline.

A. Author of a **published** tennis-related book — 1 to 100 points.

Submit: Digital evidence of publication.

Note: GUIDELINES – A book must be currently available to the general public to purchase and should be at least 100 pages and 20,000 words. In-house publications are unacceptable, including manuals for your employer. Fewer points are given for co-authored books, but they are welcomed for submission. *The Committee will determine whether a publication counts as a "book" and how many points it may be awarded.*

B. Written thesis or dissertation— 25 to 50 points.

Submit: Digital evidence of the thesis or dissertation.

Note: These are scholarly research documents used in fulfilling the requirements for academic degrees, and they must be approved by an academic institution prior to committee review. ***The thesis/dissertation must be related to tennis and/or club management.***

C. Research/scientific papers (***relevant to tennis***) that have been published in refereed journals or presented at a symposium, conference or congress — 15 to 20 points each.
Submit: A copy of the paper/presentation, verification of presentation by letter from the conference leader.

D. Articles published in *Tennis or ADDvantage* (500 word minimum) - 25 points each OR RSPA Blog (500 word minimum) - 10 points each (50 maximum from Letter D).
Submit: Digital copy of the article.
Note: In this section, items submitted for letters D – L will only earn points if the articles related to **tennis**. Articles concerning other racquet sports are not eligible for points.

E. Articles published in other national and international publications (500 word minimum) —

25 points each (50 maximum).

Submit: A copy of the **published** article and a translation if in any language other than English.

Note: The term "national" includes national magazines in Japan, Canada and any other country where a RSPA member resides. Articles must be a **minimum of 500 words**. Applicant to document how many words in each article.

F. Articles for RSPA divisional publications in print or online — 5 points each (25 maximum).

Submit: A copy of the publication with the article in it. Manuscripts are unacceptable and articles must be a **minimum of 300 words**. Applicant to document how many words in each article.

G. Articles for newspapers and other publications in print or online — 5 points each (25 maximum).

Submit: A copy of the **published** article and a translation if in any language other than English.

Note: These are not articles about you, but written by you. These are not "tips," but feature articles by you or a tennis column you wrote. This does not include a club newsletter or corporate communications. Articles must be a **minimum of 300 words**. Applicant to document how many words in each article.

H. Articles for other professional organizations in print or online — 5 points each (25 maximum).

Submit: A copy of the **published** article or a letter from the editor indicating acceptance for future publication.

Note: Articles must be a **minimum of 300 words**. Applicant to document how many words in each article.

I. Published "tips" in national publications in print or online — 10 points each (30 maximum).

Submit: A copy of the published tip and a translation if in any language other than English.

Note: Each "tip" may only be used once for points, and tips must be a minimum of 100 words. The applicant will document how many words in each tip.

J. Published "tips" in other publications in print or online — 2 points each (24 maximum).

Submit: A copy of the published tip and a translation if in any language other than English.

Note: Each "tip" may only be used once for points, and tips must be a minimum of 100 words. The applicant will document how many words in each tip. Cannot be a paid ad or club page in tournament program.

K. Published drills in national publications in print or online – 5 points each (15 maximum).

Submit: A copy of the published drill and a translation if in any language other than English.

Note: Each drill may only be used once for points, and drills must be a minimum of 100 words. The applicant will document how many words in each drill. Corporate or in-house drills are unacceptable. Cannot be a paid advertisement. Club page in tournament program is unacceptable.

L. Published drills in other publications in print or online — 2 points each (10 maximum).

Submit & Note: Same as Letter K.

M. Video "tips" (DVD or Online) — 5 points each (15 maximum).

Submit: Video, DVD or link to view tip or a letter from the sports director or station manager indicating that the "tips" were presented "on air" and the length (time) of the presentation. For YouTube there is a 500 view minimum.

Note: These could include the three- to five-minute "tips" on tennis, the pro and RSPA exposure being used on many stations. Must be on a station or site that is a commonly accepted resource for information.

N. Production of video (DVD or online) 0-50 points.

Submit: A video or link for review. Distribution must be public and widely accessed.

Note: If DVD or Video, it must be commercially produced. If online, must be on a "pay to view" website or have a minimum of 5,000 views on YouTube. Length of video and amount of YouTube views will be factored into point value. Videos must be at least 30 minutes to be considered for full point value. Must communicate scientifically sound teaching information within the standards of the RSPA.

O. Podcast, Blog, Instagram, Social Media, Television Appearance — 0-25 points (maximum 25 points)

Submit & Note: Same as Letter N.

P. Webinars — 2 points district, 3 points regional, 5 points national (maximum 15 points)

Submit: Letter from organizer and digital copies of presentation documents.

Note: Same as Letter N.

Section 3: Service to the tennis industry and RSPA

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. RSPA National Awards - Professional of the Year — 45 points. All other National awards - 10 points. (55 maximum)

B. RSPA Divisional Awards - Professional of the Year — 15 points. All other Divisional awards - 5 points. (25 maximum)

C. RSPA State or District Professional of the Year — 10 points (20 maximum).

D. RSPA National Officer – 30 points per year. National President – additional 20 points (one term served)

E. RSPA Divisional Officer — 10 points per year (30 maximum). 10 additional points for Division President

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

F. RSPA 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 RSPA national committee — 20 points (40 maximum). Committee member (non-chair) – 10 points per year (40 maximum)

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

Note: A committee may be submitted only once for "Chair" or "Member."

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

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

I. Director of RSPA Academy — 15 points each (30 maximum).

Submit: Brochure. This is specifically a George Basco program from the 1990s.

J. Staff of RSPA Academy — 10 points each (20 maximum).

Submit: Same as Letter I.

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

Submit: Brochure, program or officer's letter.

Note: The Committee will determine points awarded for participating on a panel.

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

Submit: Brochure, program or officer's letter.

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

Submit: Brochure, program or officer's letter.

N. *Speaker at conference from allied organizations* – Max 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 and/or Teaching Essentials (TE) 1*— 5 points (15 maximum).

Submit: Same as Letter M.

Note: Points awarded are at Committee discretion.

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

Submit: Same as Letter M.

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

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

Submit: Same as Letter M.

Q. USPTA Tester and/or RSPA Coach Developer — 5 points each year (20 maximum).

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

R. Successful sponsorship of new RSPA 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, RSPA or USTA national tournament — 10 points each (20 maximum).

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

Note: For USTA tournaments in 2021 or after, only Levels 1 & 2 are eligible for points.

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

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

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

U. Director or referee of major professional 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: Signed letters from community or charity leaders acknowledging contribution.

Note: Events, years, and roles already claimed under Letter W cannot also be claimed under Letter X.

Y. USTA sectional officer or equivalent in other allied organizations (ex. ITA, ITF) — 5 points per year (20 maximum).

Submit: USTA sectional yearbook, newsletter, or letter from USTA office or similar from allied organization.

Z. USTA national officer or equivalent in other allied organizations — 30 points (one time only).

Submit: Same as Letter Y.

AA. USTA state or district officer or equivalent in other allied organizations — 2 points per year (10 maximum).

Submit: Same as Letter Y.

BB. Member of RSPA or USTA national committee or equivalent in other allied organizations — 5 points per year per committee (15 points maximum).

Submit: USTA Yearbook or letter from committee chair or similar from allied organizations.

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

Submit: Outline for meeting, or letter from RSPA divisional president.

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

Submit: Signed letter from USTA office in charge of verification.

EE. Run a RSPA or USTA official program. (ex. USTA Adult Tennis League, USTA Junior Team Tennis, RSPA Lessons for Life) — 2 points (10 points maximum).

Submit: Digital evidence.

FF. Participate as a Mentor in the official RSPA Mentoring Program - 5 points per person mentored (10 points maximum).

Submit: Completed Mentoring Verification Form & Original Pairing Email

Mentoring Verification Form

Note: ONLY Mentoring Relationships formed in the official RSPA Mentoring Program are eligible for points.

To the Master Professional Committee:

This letter certifies that_____ was the **Mentor**
(RSPA professional)

of_____ during_____.
(RSPA Member) (Year(s)

MENTEE Signature_____

Mailing address_____

_____

Phone number _____

Email address_____

Date_____

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. USTA NTRP rankings are NOT eligible for points.

Your ranking (singles or doubles).

A. National singles — 50 points (score only once).

Submit: USTA or national federation yearbook.

Note: For USTA rankings in years 2021 or after, the following rules apply:

a. Ranking in the top 250 – Earns 50 points

b. Ranking 251 to 500 – Earns 25 points.

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

Submit: USTA or national federation yearbook or sectional yearbook.

Note: For USTA rankings in years 2021 or after, points are ONLY awarded for National rankings, as all players receive National rankings.

C. Played DI, DII, DIII, NAIA Tennis – 20 points JUCO – 10 points (scored only once)

Submit: Submit copy of Varsity Letter or letter written from coach or Athletic Director.

D. RSPA/USPTA **international s**ingles — 20 points (score only once) RSPA **divisional** singles — 10 points (score only once).

Submit: RSPA/USPTA Membership Directory

Student ranking (singles or doubles):

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

Submit: The Student Ranking Verification Form (see Page 17) and documentation of ranking via yearbook or directory. The form MUST be signed by the player or parent.

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.** In addition, for USTA rankings in years 2021 or after, players in the top 250 earn 50 points and those from 251 to 500 earn 25 points.

F. Sectional (singles only) —- 15 points per student once.

Submit: The Signed Student Ranking Verification Form and documentation of ranking via yearbook or directory.

Note: 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.** For USTA rankings in years 2021 or after, points are ONLY awarded for National rankings, as all players receive National rankings.

G. 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.

H. 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.

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

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

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

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

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

Submit: Copy of rankings from verifiable source.

Student Ranking Verification Form

Note: Ranking information submitted for credit must be verifiable.

To the Master Professional Committee:

This letter certifies that_____ (RSPA professional) was the **principal coach**

of_____ (student name) during_____ (year) and that during that

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

of_____ (national/sectional organization).

Signature_____

Relation to player_____

Mailing address_____

_____

Phone number _____

Email address_____

Date_____

Section 5: Participation and self-improvement

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

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

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

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

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

Submit: Letter from divisional officer verifying attendance.

C. Attend any of the following: (15 maximum)

- RSPA 3 day Tennis Teachers Courses [SM] (15 points)
- Certification Review Course/PTAI Course (5 points)
- Developmental/Recreational Coach Workshop (5 points)
- All other Tennis related courses (including RSPA state/district workshops) 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 — 10 points; graduate — 10 points; doctorate — 10 points.

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

E. RSPA Specialist Degree — 10 points

Submit: Education report card.

F. Become certified to administer CPR — 5 points.

Submit: CPR card indicating validity within 24 months of Master Pro application submission.

Section 5: (continued)

G. National Certifications in fields that support and enhance tennis knowledge, skills, and abilities but are NOT tennis specific — 5 points.

Submit: Photocopy of certificate of attendance and course descriptions.

Note: An example is personal training. Certifications in other racquet sports (e.g., Pickleball, Padel, Platform, etc.) do not earn points.

H. 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.

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

Submit: Certificate or letter supporting attendance.

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

Submit: Attendance certificates or letters supporting attendance.

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

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

L. Attend USTA Tournament Directors' Workshop — 5 points each (10 maximum).

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

M. 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.

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

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

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

Submit: Transcript from academic institution. Points awarded are at Committee discretion.

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

Submit: Signed letter or certificate from the USTA verifying certification.

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

Submit: Signed l etter or certificate from the USTA verifying certification.

Section 6: Specialty Courses

Required: 80 hours of specialty courses OR 300 hours of continuing education credit.

- For continuing education, provide the education report card highlighting total.
- In the absence of 300 or more hours of continuing education credit, 80 hours of specialty courses are required and must be individually listed on Page 26 AND highlighted on the RSPA education report card.
- 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.
- International members may receive specialty course credit (with committee approval) for courses they have taken and passed that are equivalent in education value to RSPA specialty courses. Documentation and course outline are required for approval.

RSPA 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:_____

_____

_____

_____

_____

RSPA Master Professional applicant _____

Section 3: Service to the tennis industry (ex. RSPA, USTA, ITA, ITF)

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:_____

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_____

RSPA 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:_____

_____

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_____

_____

RSPA 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:_____

_____

_____

_____

RSPA Master Professional applicant_____

Section 6: Specialty courses (Minimum 80 hours).
*Note: Please carefully cross reference this page to the education report card.

Course Name Course Date	Length (Hours)	Committee hours (committee use only)
Total hours		