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# Pipe Bands Australia

## Rules & Administration Certification Program

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June 2026

Dear Members,

Pipe Bands Australia's (PBA) Rules & Administration (R&A) certification program is intended to improve practical knowledge of the Association's contest administration framework across the whole PBA community.

The program is structured around three R&A certification levels:

- Elementary,
- Intermediate,
- (and) Advanced

Elementary is a 45-minute certificate directed to adjudicators, active players, band leaders, band administrators and committee members at all levels who need a sound working awareness of the Contest Regulations.

Intermediate and Advanced are each 90-minute certificates. Intermediate is directed to those likely to assist with planning, organising and running contests, including senior band administrators, prospective Contest Supervisors and committee members who will benefit from a deeper knowledge of contest administration. It develops interpretive ability and a practical understanding of how PBA manages commonly encountered contest-related friction points.

Advanced is directed to those preparing for, or exercising, Contest Supervisor responsibilities. It is oriented towards problem-solving, sound judgement and the proper exercise of Association authority on contest days.

The wider purpose is not merely to qualify a small number of officials. It is to spread administrative awareness through active players, band section leaders, band secretaries, band representatives, State Branch personnel, National Committee members, College personnel, contest officials and others whose decisions or conduct affect or depend upon, the fair and orderly running of contests. A stronger common understanding of the Regulations works to reduce avoidable disputes, improve contest related communications, and assist officials and bands to identify the correct pathway when issues arise.

I recommend all members attempt, at minimum, the Elementary Rules & Administration Certificate. Knowledge and insights gained from that experience will broaden your understanding of the administrative backbone of Pipe Bands Australia, including the practical framework within which contests are conducted, officials act, and bands participate.

The examinations are delivered online. This removes the need for formal physical supervision, but it depends on trust. Candidates are expected to complete their own individual work without collaboration, coaching or outside assistance during the examination attempt. Responses may be checked for plagiarism, copying or other indicators that the work submitted is not the candidate's own.

Exam questions are based on the currently published syllabus requirements. Papers include core topics that should be understood by all candidates at the relevant level, together with rotational testing of less frequently encountered topics.

This approach supports broad syllabus coverage, maintains variety across examination sittings, and is designed so that individual examinations can normally be completed within 90 minutes.

The questions and model answers are grounded in the current Pipe Bands Australia Contest Regulations and the Australian Pipe Band College Regulations. Practical context is also drawn from related handbooks and manuals, including the Contest Supervisors Manual and the Band Secretary Handbook. Where there is any inconsistency, the Rules of the Association and Contest Regulations remain the governing source.

Thank you for engaging with this important certification area. I wish you an informative and enjoyable experience as you work through the program.

Peter Felton  
Principal, Rules & Administration  
Australian Pipe Band College

## Reference Documents & Source Locations

Document	Version/ Note	Source
Contest Regulations	1 March 2026	<a href="https://pipebandsaustralia.com.au/resources/document-library/">https://pipebandsaustralia.com.au/resources/document-library/</a>
Band Secretary Handbook	20 February 2026	<a href="https://pipebandsaustralia.com.au/resources/document-library/">https://pipebandsaustralia.com.au/resources/document-library/</a>
Australian Pipe Band College Regulations	2024	<a href="https://pipebandsaustralia.com.au/resources/document-library/">https://pipebandsaustralia.com.au/resources/document-library/</a>
Rules of the Association	28 August 2024	<a href="https://pipebandsaustralia.com.au/resources/document-library/">https://pipebandsaustralia.com.au/resources/document-library/</a>
Rules & Administration Syllabus: Elementary, Intermediate and Advanced	Published Source Page	<a href="https://pipebandsaustralia.com.au/college/rules-administration/">https://pipebandsaustralia.com.au/college/rules-administration/</a>
Contest Supervisors Manual	Published Source Page	<a href="https://pipebandsaustralia.com.au/college/rules-administration/">https://pipebandsaustralia.com.au/college/rules-administration/</a>
PBA Online Learning platform	Course platform	<a href="https://college.pipebandsaustralia.com.au/">https://college.pipebandsaustralia.com.au/</a>