Examination Instructions

1. Watch the online videos at ***BilliardUniversity.org*** to learn about the exams, how to prepare the table, and how to score and submit your results.

2. Follow the steps in the **Table Setup Instructions** document to place self-adhesive hole reinforcements ("little white donuts") on the table to help speed up the exam process and ensure accuracy. Table Setup (with the donuts) is not required, but it is strongly recommended.

   A 9' table is recommended because the exams and rating system were designed for a regulation-size table. To receive a Doctorate diploma, both exams must be taken on a 9' (or larger) table; however, a smaller table size (e.g., 7' or 8') is allowed for a Bachelors or Masters diploma.

3. Read through and practice the drills in **Exam I – Fundamentals**. Print and cut out the "rectangle template" from the website (or cut out the center of any 8.5"x11" sheet of paper, leaving a 1" border).

4. Do an official run-through of Exam I either in front of a video camera or a BU instructor. Fill in the Exam I score sheet as you complete the drills. This exam should take about 40-60 minutes; although, it goes faster if you have an instructor or friend keeping score and spotting balls for you.

5. Your Exam I score places you into the appropriate Exam II based on the following score ranges:

Exam I score	0-49	50-69	70-100
Exam II	Bachelors	Masters	Doctorate

   To qualify for a Doctorate diploma, both exams must be taken on a 9' table. If you took Exam I on a smaller table (e.g., 8' or 7') and your score falls in the Doctorate range, take the Masters (not the Doctorate) Exam II.

6. Read through and practice the drills in the appropriate **Exam II – Skills** (Bachelors, Masters, or Doctorate), based on your Exam I score. Exam II does not need to be taken immediately after Exam I … it can be taken at a later time or date.

7. When you are ready, do an official run-through of Exam II in front of a video camera or a BU instructor. Fill in the appropriate Exam II score sheet (Bachelors, Masters, or Doctorate) as you complete the drills. This exam should take about 40-60 minutes; although, it goes faster if you have an instructor or friend keeping score and spotting balls for you.

8. Total up your two exam scores at the bottom of the Exam II score sheet. This number represents your **BU rating** according to the following score ranges:

BU Score	0-19	20-29	30-39	40-54	55-69	70-94	95-109	110-124	125-139	140-159	160-179	180-200
Player Rating	beg-0	beg-1	beg-2	beg-3	int-1	int-2	int-3	adv-1	adv-2	adv-3	semi pro	pro

beg: beginner; int: intermediate; adv: advanced; pro: professional

For example, if your total score was 90, you would be considered an “intermediate – level 2” player.

The score also indicates whether or not you have earned a **BU diploma** according to the following score ranges:

BU Score	55-84	85-99	100-124	125-139	140-179	180-200
Diploma Awarded	Bachelor of Pool	Bachelor of Pool with Honors	Master of Pool	Master of Pool with Honors	Doctorate of Pool *	Doctorate of Pool with Honors *

*****: Exams must be taken on a 9’ table to qualify for a Doctorate diploma. If you take the exams on a smaller table (e.g., 8’ or 7’), the highest diploma that can be achieved is a Masters with Honors.

Note - If you place into an advanced Exam II (e.g., Masters) and you don’t achieve the minimum required total score for an advanced diploma (e.g., Masters), a lower diploma (e.g., a Bachelors with Honors) can still be awarded.

9. If you achieved a diploma-level score, submit your videos via YouTube, pay your diploma fee on the BU website, and complete and submit the **online diploma application form**. Alternatively, if a BU instructor administered your exams, have him or her complete and submit the form. **NOTE – It is easiest to save the application PDF file to your computer first and then open and edit it on your computer, rather than attempting to edit and submit the file from within a browser.** The application form summarizes your scores and diploma achieved, lists information about the equipment used (table brand/model, table size, and pocket measurements), and gives you the option to include the results and data in the official alumni list on the BU website. Note – none of this data appears on your diploma.

   If submitting a video, make sure the camera is in a fixed position with the full table in view for all shots. To ensure the video is unedited, representing an uninterrupted run of the exam, try to make sure you are in the field of view of the camera during the entire exam; and if your camera offers a running-time feature, include the time in the display.

   To submit the videos, you can upload them to **YouTube**. To do this, go to Youtube.com and click on the Sign In button. If you don’t have a YouTube account yet, follow the on-screen instructions to create one. After you are signed in, click on the Upload button. If you a message at the bottom of the upload screen about limited video length, click on the “Increase your limit” link to enter additional information that will allow you to upload videos longer than 15 minutes. Then upload each of your exam videos by clicking on the red upload arrow. If you want your videos to remain private so only the Billiard University can view them, select “Private” as the Privacy Setting. Otherwise, we recommend that you upload them as Public for open viewing. After the videos upload, copy the URLs from the upload page and paste them onto the online diploma application form.

   If you decided to keep your video private, you must invite the Billiard University to view the videos so they can reviewed. To do this, go to the Video Manager, and click on the Edit button for each exam video in the Upload section. Then add “youtube@BilliardUniversity.org” as a user that can view the video. Be sure to do this for each of your exam videos. Again, you don’t need to upload videos if you take the exams in front of a BU instructor.

   You can pay your diploma fee online with a credit card or bank account via PayPal. You can also mail in a check or money order. After everything is processed, your diploma will be sent to you in the mail. It will be professionally printed on high-quality parchment paper.

10. Work on areas of your game that need improvement. The assessment nature of the BU Exams can be very useful to help you identify your strengths and weaknesses. And the exam drills provide a good workout to help you develop and improve skills in a methodical and purposeful way. If you need instruction or advice related to any of the required skills, the **BU-DVD Instructional series**, the **Video Encyclopedia of Pool Shots (VEPS),** and the **Video Encyclopedia of Pool Practice (VEPP)** provide focused and specific learning resources. These DVD series (by founding BU professors David Alciatore, Bob Jewett, and Randy Russell, also with Tom Ross) include detailed and well-illustrated instruction, countless game-situation examples, and collections of drills to help you develop and improve skills in all areas.

    The following tables identify the skills important to each BU Exam drill. They also list BU-DVD, VEPS, and VEPP disc and section numbers to help you locate relevant learning resources. You should spend time studying and practicing the techniques, shots, and drills in all of the sections, especially those corresponding to the Exam drills in which you received low scores.

Exam I - Fundamentals

drill number	drill topic	required skills	BU-DVD Section	VEPS Sections	VEPP Section
F1	cut	aiming, stroke	I-4,5,6,7; II-F1	I-1	I-2
F2	stop	stop shot control	II-F2	I-2	I-4
F3	follow	follow control	II-F3	I-3	I-5
F4	draw	draw control	II-F4	I-4	I-6
F5	stun	stun control, speed control	II-F5	I-2, II-14	II-8
F6	potting	aiming, stroke	I-4,5,6,7, II-F6	I-1	I-2
F7	wagon	CB direction control	II-F7	II-14	II-9
F8	target	position and speed control	II-F8	II-15, II-16, II-17	II-13

Exam II - Skills

drill number	drill topic	required skills	BU-DVD Section	VEPS Sections	VEPP Sections
S1	line of balls	aiming, position control	I-4,5,6,7; III-S1	II-14, II-15	II-16
S2	rail cuts	aiming, position control	I-4,5,6,7; III-S2	II-13	II-16
S3	9-ball patterns	position control and strategy	II-F7,F8; III-S3	II-15-17, III-27	III-18
S4	8-ball patterns	position control and strategy	II-F7,F8; III-S4	II-15-17, III-26	III-19
S5	safeties	safety strategy, position and speed control	II-F7,F8; III-S5	III-21	III-20
S6	kicks	kick shots	III-S6	IV-31	IV-21
S7	banks	bank shots	III-S7	IV-33	IV-24
S8	elevated cue	elevated cue shots	III-S8	I-4, V-42	IV-25
S9	jumps, massé	jump, swerve, and massé shots	III-S9	V-42, 43	IV-26, 27
S10	break	break shot	III-S10	V-44	V-28

If you need help with fundamentals (which is the case with practically all players at all levels), and if you want to set a goal to achieve a certain diploma, you should consider attending our annual **BU Summer School Boot Camp** or scheduling a private or group lesson with a **BU instructor** for personalized and focused instruction. Also, many **online resources** are also available to help you with all fundamentals of the game.

The following instructional DVD series are also recommended:

- "How to Aim Pool Shots (HAPS)" by Dr. Dave and Bob Jewett
- "A POOL LESSON with Jerry Briesath" (also with Mark Wilson)
- "Play Better Pool: Mastering the Basics" by Randy Goettlicher and Scott Lee

These series provide excellent coverage of pool fundamentals.