



Campus Recreation Intramural Sports Program

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Intramural Sports at VSU

Intramural sports are designed to provide an opportunity for all students, faculty and staff to participate in organized recreational activities. Structured leagues and tournaments are offered in a diverse array of sporting activities such as: Flag Football, Softball, Basketball, Soccer, Volleyball, Tennis, Racquetball and Ultimate Frisbee. The Intramural Sports Program offers the students, faculty and staff at VSU over 40 different activities to participate in during the academic year. So satisfy your urge to play, come by the Campus Recreation Office and sign-up today!

This manual is designed to serve as an informative and procedural guide for all Intramural Sports Participants. Team Captains are expected to familiarize themselves with and abide by the information contained in this manual. We encourage all participants with questions concerning this manual to contact the Campus Recreation Office.

Mission Statement

The mission of the Department of Campus Recreation is to provide students, faculty, staff and members of the campus community the opportunity to experience lifelong activities while enhancing their well-being by promoting fitness and wellness, by offering a positive outlet for stress and by providing safe and clean quality facilities, equipment, and programs. Furthermore, Campus Recreation strives to promote a healthy college experience while building interpersonal and leadership skills.

Liability Statement

Participation in all programs or events sponsored by the Department of Campus Recreation is completely voluntary. Individuals participate at their own risk! Individuals are encouraged to have a physical examination, as well as obtain adequate health and accident insurance prior to any participation. Valdosta State University is not responsible for any physical, mental, or emotional injury that may occur to individuals participating in any program or event sponsored by the Department of Campus Recreation.

Prior to participation in any Campus Recreation Department sponsored activity all participants must sign a *Waiver Release* and a *Covenant Not to Sue* form. These waivers are valid throughout your enrollment at Valdosta State University.

Health, Injuries and Insurance

The Intramural Sports Program will provide initial emergency care, such as the provision of bandages, ice, or immobilization to any participant injured during their contest (notify staff of all injuries). The intramural program will not provide services to prepare or maintain a player's readiness to participate. Participants need to bring their own tape, etc. to prepare themselves to play.

The Intramural Sports Program *does not* carry health or accident insurance for the participants.

It is the responsibility of every person participating in intramural sports to ascertain whether they have any health conditions, which make it inadvisable to participate in that sport. The University and Intramural Sports Program *do not* assume that responsibility. Persons who are uncertain should consult their physician.

The Intramural staff should be notified of *all injuries* sustained during intramural competition. If needed, the participant will be given first aid and referred to their physician and/or the Student Health Service. An ambulance may be dispatched to assess an injury (particularly in the event of head, neck, and back or major joint trauma). There is no cost for injury assessment. Cost for ambulance treatment/transportation is the participant's responsibility. An accident/injury report will be completed for all injuries and a copy will be mailed to you. This form may be necessary for your insurance company.

Safety

All Intramural activities require the removal of all jewelry including but not limited to watches, chains, bracelets, necklaces, and piercings. In these activities only a medical alert chain or bracelet may be worn. Medical alert bracelets must be secured with tape so no sharp edges or chains are exposed while still leaving the medical alert visible. **Religious jewelry/apparel must be approved prior to participation by the Assistant Director and/or Graduate Assistant.** Rulings by the intramural staff regarding jewelry are final.

In an effort to maintain a safe playing area, all participants are to adhere to the following *Blood Rule*: Consistent with other high school and college sports, intramural sports participants who are found to be bleeding, have an open wound or an excessive amount of blood on their uniform shall be removed from the game. They may return at the next legal substitution opportunity provided the bleeding has been stopped, the open wound is covered, and if there was an excessive amount of blood on the uniform, it has been changed. Any player who is bleeding must be substituted for until the bleeding stops. An intramural staff member or game official has the authority to remove the player. If by removing the player who is bleeding, the team falls below the minimum number necessary to play (sport specific), the following will apply: The game clock will stop and a maximum of five (5) minutes will be allowed for the player to stop the bleeding. Either an intramural staff member or game official must approve the player to reenter. If the bleeding is not stopped within the allotted five (5) minutes the team will forfeit the game. The allowance is only for players who are bleeding when the team cannot continue to

play without them. In all supervised activities an Intramural Staff member will be available to assist a bleeding player and determine whether the individual may resume play.

The Intramural Sports Staff

The Intramural Sports Staff is here to serve you. We hope you will have a fun, safe, and orderly sporting event and we will do everything possible to achieve the goals of Valdosta State University and the Department of Campus Recreation. We encourage constructive comments and want to hear from you. If we can be of service, come by the Campus Recreation Office or call **the Intramural Hotline at 229-245-4305**. One of our friendly staff will be glad to be of assistance!

Entry Procedures

In order to properly organize specific Intramural activities the Intramural program has set up particular entry procedures for team, individual and dual activities. Individuals are encouraged to participate in all Intramural Sports Activities whether it is individually, with a partner, or on a team. Teams are generally formed by residence hall units, student organizations, hometown affiliations or most often simply by groups of friends.

If you want to play and don't have a doubles partner or don't have enough people to form a team, you can still get involved. The free agent program is in place for those who wish to compete.

Team, Individual and Dual Entries

To enter any activities follow these guidelines:

- Check for information pertaining to entry deadlines for all activities at the Campus Recreation Website (www.valdosta.edu/recreation) or Office, bulletin boards in the Student Recreation Center, or be on the lookout for flyers and other advertisements around campus.
- Persons interested in participating in any intramural activities or special events must pick up informational materials, entry forms, and rosters from the Campus Recreation Office.
- Team and individual/dual sports registration forms must be turned in to the Campus Recreation Office by 5:00pm on the posted *deadline date* **(except for instant scheduled leagues)**. Please note: entries will be accepted after the deadline; however there is no guarantee that the team will be admitted into a league. Player's names may be added to the roster after it has been turned in. A completed roster with all of the captain's and manager's information is required. A full team roster is *not* required at the time of registration.
- Large Leagues (flag football, 2-pitch softball, basketball, outdoor soccer and softball): These sports are *instant scheduled*. A team representative must register your team at the SRC during the registration dates (excluding Saturdays) from 3pm-8pm to choose a specific day/time that fits your team's schedule.

- All entries require a \$20 forfeit bond to be paid at time of entry. Entries will not be accepted until this bond is paid. Cash or money order only.
- Schedules are made based on the optimal availability stated on the roster form for each team.
- A mandatory captain's meeting will be held for a majority of Intramural events. Every team that plans on being in the league must be represented at this meeting by their team captain. *Any team that is not represented at the captain's meeting will not be guaranteed a spot in any league or tournament schedule and will be charged with a forfeit.*

Free Agent Program

If you don't have a team or partner and want to play all you need to do is come by the Campus Recreation Office and put your name on the Free Agent List during the sign-up period for that particular sport. Your name will be available to any other individual or team captain looking for players or partners. We will either form a team from the Free Agent List or try to get you placed on an existing team. For team sports you should plan to attend the Captain's Meetings for that sport. The Intramural Sports Program will do their best to accommodate all free agents, but signing up on a free agent form does not necessarily mean placement on a team. Additional information is available at the Campus Recreation Office.

Play Format and Structure

Format

All activities will either be one of the following formats:

- Regular season round robin play with a single elimination playoff - Depending of the amount of time and facilities available for play, teams will be scheduled for 3 to 8 games during the regular season. Playoffs will be a single elimination tournament at the end of league play in all team sports. A team must have a **2.5** average Sportsmanship Rating to advance to the playoffs.
- Tournaments with either single or double elimination format - Depending on the amount of time and facilities available, a single or double elimination tournament will be used for play.
- Special event - One day events or tournaments offered throughout the year.

Structure

Leagues

When an individual or captain signs his/her team up for play, they must choose the league that they wish to play in. The three distinct leagues are:

- Open - Any team is allowed to play in the Open League if they do not wish to play in the other available leagues. Most open teams are those whose roster is comprised of a majority of off-campus or un-affiliated students.

- Greek - Any team that is comprised entirely of Greek affiliated members. (Fraternities and/or Sororities)
- Resident - Any team whose roster is comprised entirely of students who live in one of the resident halls.

Divisions

When an individual or captain signs his/her team up for play, they must choose the appropriate division that they will play in. The three divisions are:

- Men's - Teams are comprised of males only
- Women's - Teams are comprised of females only
- Co-Rec - Teams are comprised of an equal number of males & females

Skill Level

If a large number of teams enter a certain League & Division it will be split into different skill levels. Generally, the division is divided into skill levels using the following guidelines:

- "Competitive" or "A" leagues are for players whose skill level is average to above average, and who want to compete in a competitive environment. In individual and dual competition these individuals may be familiar with tournaments and are interested in the higher competition.
- "Recreational" or "B" leagues are for players whose skill level is generally less than average, and are most interested in playing for pure enjoyment, and may be new to the sport. *These leagues are geared for participation, not competition.* In individual and dual activities these individuals are not frequent tournament players and may be playing for the first time.

Schedules

Initial schedules will be handed out at the captain's meetings as a way to verify attendance by that team. After the captain's meeting, updated schedules may be found on the Campus Recreation website (www.valdosta.edu/recreation) or Intramural Sports Bulletin Boards located in the Student Recreation Center. *Please do not call the Campus Recreation Office or the Intramural Hotline to find out when you play. Times will not be given out over the phone.*

Duties & Responsibilities of a Team Captain

Each team entered in any intramural activity must have a team captain who will act as the official liaison between the team and the Department of Campus Recreation. In addition, each team will have a team manager to serve in place of the team captain when necessary.

Team Captain's/Manager's duties include, but are not limited to:

- Organize the team and enter it into competition before the deadline date.
- Attend the mandatory captain's meetings to get information concerning team rules, policies, and regulations governing each sport.
- Keep the team members informed as to the time and place of the scheduled activity and assure their presence at the activity.

- Sign your team in with the scorekeeper *15 minutes* prior to their scheduled game time. All players must check in with a *valid VSU One card* or they *cannot* play.
- Intramural Sports Team Leaders, Supervisors and Scorekeepers reserve the right to ask for a second form of identification (ex: Driver's license) if the VSU One card is questioned or the picture is not visible.
- Be familiar with all intramural eligibility rules and see that only eligible players participate.
- Regularly check the Intramural Bulletin Boards and website to keep informed of any changes or updates. During tournament play a daily check is encouraged.
- Be responsible for the conduct of your players, coaches, and spectators before, during, and after the contest. Act as the team spokesperson on and off of the playing field.
- Follow the game; sign the score sheet to confirm that the game is recorded correctly.
- Notify all team members and fans that alcohol, tobacco products, illegal substances, and vehicles are prohibited on all Intramural Playing Fields. No one is allowed to participate while under the influence of alcohol or illegal drugs. The use of all tobacco products is also prohibited on all Intramural Playing Fields.

Participant Eligibility

The Department of Campus Recreation and the Intramural Sports Program reserves the right to put into immediate effect any rule changes or modifications regarding eligibility. The most recent version will be posted on the intramural website. The Department of Campus Recreation and the Intramural Sports Program does not assume responsibility for the investigation of the eligibility of all participants. However, we will investigate any case as required by a formal protest. Ignorance of any intramural eligibility rule is not an excuse.

Eligibility Rules

University Status

Current students, faculty or staff are eligible given that students must pay the activity fees and Faculty and Staff must be an SRC member. Exception: Any individuals who have been declared ineligible to participate through disciplinary sanctions by the Director or Assistant Director of Campus Recreation or as outlined in the Student Handbook.

False Name

All participants must have a valid I.D. to play! An individual may not participate under an assumed name or use false identification. Violation of this rule will result in forfeiture of the game in question, **confiscation of the false I.D.**, and suspension from further participation for the individual and/or team.

Compete on Two Teams

A player may participate on only one team in any given activity during a season. Once a player has been checked in on the score-sheet for a team, he/she is considered permanently on that team

and may not switch to another team. Note: The only exception to this rule is that a player may play on a team in the Men's or Women's Division, and play on a Co-Rec team.

Team Transfer

Players may not transfer to another team once his/her name appears on an official score-sheet from a previously played game. If an individual is found to be playing on two teams the game will be forfeited and the individual will be suspended from Intramural Sports until he/she has met with the Assistant Director or **Graduate Assistant** of Intramural Sports.

Playoff Eligibility

Team members must be on the team roster and have participated in at least one game during the regular season to be eligible for participation in the playoffs. **When a participant signs in to a roster sheet they are officially a team member of that roster.**

Exception: Coaches of the opposite gender will not be listed on the roster; however, they must sign an assumption of risk form for each function they attend.

Coaches

Only one head coach is permitted per team. Assistant coaches must adhere to the NFHS standard for the sport they are participating in. All coaches MUST sign an assumption of risk waiver form.

Teams using ineligible players may be subject to removal from the league.

The Intramural Staff reserves the right to declare an individual ineligible for competition if his/her participation is considered unsportsmanlike or dangerous.

Additional eligibility rules may apply to specific tournaments or activities. Teams will be notified of these additional rules during captain's meetings or prior to the rule changes going into effect.

Specific Eligibility Rules

This section will discuss eligibility of athletes (Professional, Olympic, Inter-Collegiate and **Club Sports**) to participate in Intramural Sports while enhancing fair play amongst participants.

Professional & Olympic Athletes

An individual who has received compensation/income as a professional in a sport or in an Olympic competition is not eligible for intramural competition in that sport or similar sport. A former professional or Olympic athlete may petition the Assistant Director of Campus Recreation – Intramural Sports for approval to compete in that sport.

Intercollegiate Athletes

Any person, whose name appears on a varsity squad workout list or roster, is enrolled in a varsity activity for class credit, is on an athletic grant-in-aid scholarship, or is a red-shirted member of a

varsity team during any part of the current academic year is not eligible to participate in that sport or related sport during that academic year. An intercollegiate athlete may petition the Assistant Director of Campus Recreation – Intramural Sports for approval to compete during that academic year in their sport if they quit their sport.

Intercollegiate athletes are restricted for one **year after their last day of participation with a varsity team**. Intramural teams may have two (2) former intercollegiate athletes **that meet the “one year” requirement** listed on their roster provided they **compete in the “A” Division only**.

Club Sport Athletes

Any person whose name appears on a club sport roster is eligible to participate in that sport or any related sport during the current academic year with the following exceptions:

- Participants must compete at the competitive level in the “A” division.
- No more than two (2) club team members may be listed on any intramural team roster.
- Any person who competes in scheduled contests, practices with the team, coaches or assists in coaching and/or is on the team roster for that academic year is considered to be in that club.

Intramural Event	Related Sport
Flag Football	Football
Softball, Extreme Baseball	Baseball, Softball
Basketball, 3-Point/2-Ball Contest	Basketball
Volleyball, Sand Volleyball	Volleyball
Indoor Soccer, Outdoor Soccer, 4-on-4 Soccer	Soccer
Golf Scramble	Golf
Competitive Road Races	Track or Cross Country

Any matter that cannot be resolved through these eligibility rules shall be brought to the Assistant Director of Campus Recreation for a decision.

Sportsmanship

A part of the philosophy of the Intramural Sports Program at VSU is that sportsmanship is vital to the success of each and every program we offer to the university community. Intramural Team Leaders, Student Supervisors, and Sports Officials have been granted the authority to make decisions to warn, penalize, or eject participants or teams for poor displays of sportsmanship. The Assistant Director of Campus Recreation and/or **Graduate Assistant** of Intramural Sports will decide on any further disciplinary issues. All affected participants must report to the Assistant Director before their next scheduled game before they can be reinstated to play.

Sportsmanship Rating System

General Rating System Criteria

All teams’ sportsmanship will be scored after each game on a **4.0** scale (four being outstanding, to zero, which is unacceptable behavior).

- Each team must maintain a **2.5** average Sportsmanship Rating in order to be eligible for playoff competition.
- Any team that falls below a **1.0** average Sportsmanship Rating at any time will meet with the Assistant Director of Campus Recreation - Intramural Sports.
- Any team that falls below a **2.5** average Sportsmanship Rating during the playoffs will be eliminated from the competition.

Method of Rating

- The Sports Officials working that game and/or any Intramural Staff (Graduate Assistants, Student Supervisors, or Administrative Staff) will rate the sportsmanship of each team after every game.
- The Sports Officials and Intramural Sports Staff will rate teams and organizations on a **4.0 scale**.
- Teams will be rated on their captains, players, coaches, and fans' sportsmanship toward the other team, opposing fans, officials, and intramural staff.
- Team Captains may also rate the quality of the Officiating after each game on a **4.0 scale**. Ask the Intramural supervisor about this process after your game.

Sportsmanship Rating is based off of the following criteria:

- **4 – (Excellent) Exemplary conduct, excellent sportsmanship towards opposing teams, officials, and staff members. Coaches/players exceed expectations during their contest.**
- **3 – (Above Average) Conduct was positive throughout the contest. Coaches/players acted in a proper manner and were respectful to opposing team, officials, and staff.**
 - **Defaults**
- **2 – (Average) One unsportsmanlike conduct penalty (yellow card) and/or general poor sportsmanship and conduct of a team and/or others associated. (Examples: Technical foul in basketball, taunting penalty in flag football, warning in softball). Check with respective sport to see specific yellow/red card infractions.**
 - **Forfeits**
- **1 – (Below Average) Two unsportsmanlike conduct penalties, an ejected participant (red card), and/or extremely poor conduct of a team/individuals.**
- **0 – (Very Poor) At least one ejection and/or extremely poor sportsmanship and conduct of a team, individual or fans in regards to their contest. Four unsportsmanlike penalties will also result in a 0 and an automatic forfeit.**
- ***Playoff Exception: An ejection of a player will automatically result in the forfeiture of a contest.**

Conduct

An important philosophy of the Department of Campus Recreation is that good sportsmanship is vital to the conduct of every contest. We realize that these Intramural Sports contests are important to the participant, but that importance should not become so overriding that players lose sight of appropriate behavior. The playing field/court is not a venue for physical or verbal abuse for players, coaches, or spectators. In order to encourage proper conduct before, during,

and after the scheduled contest the Team Leaders, Student Supervisors, Sports Officials, **Scorekeepers** and administrative personnel reserve the right to warn, penalize, or eject players or teams for conduct they deem unsportsmanlike.

Participants and spectators who choose to follow unsportsmanlike practices during a contest, whether directed toward an opponent, Sports Official or Intramural Staff member, before, during, or after the contest, may be ejected from that contest. A Team Leader, Student Supervisor, Sports Official, **Scorekeepers** or any member of the Intramural Sports Staff may administer the ejection. Examples of unsportsmanlike conduct which will result in ejection include, but are not limited to: profanity, vulgar or abusive language, unnecessary roughness, two (2) technical/unsportsmanlike fouls, taunting or baiting, flagrant actions towards an opponent, flagrant action towards an official, and fighting or inciting a fight.

Any individual(s) ejected from a scheduled contest as result of unsportsmanlike conduct will automatically be suspended from all Intramural competition until official reinstatement. Please refer to "Reinstatement Procedures".

Mandatory Penalties

Any individual who is ejected from a contest must leave the facility (sight and sound) immediately upon notification by the Team Leader, Student Supervisors, Sports Officials, or other Intramural Sports Staff. A participant is suspended indefinitely from further intramural activities and campus recreation facilities until meeting with the Assistant Director of Intramural Sports. After meeting with the Assistant Director, a participant may be reinstated into campus recreation facilities and allowed to watch his/her team during the suspension. *Each case is heard separately by the Assistant Director of Campus Recreation - Intramural Sports*

Specific Violations and Penalties

Violation - Shoving, striking, or physically abusing a Sports Official or any Intramural Sports Staff.

Penalty - Automatic suspension from Campus Recreation activities for remainder of collegiate career and possible legal action.

Note - This includes being reported to the Dean of Students and possible assault charges at the county courthouse.

Violation - Ejections from a game due to fighting (*Individuals*)

Penalty - Automatic suspension from all Campus Recreation activities for (1) one full calendar year.

Note - This includes being reported to the Dean of Students and possible assault charges at the county courthouse.

Violation - Sidelines emptying on to playing area. (*Teams*)

Penalty - Automatic forfeit of game by both teams. Any individual who merely comes on to the playing area during a fight will receive a minimum (2) two game suspension. All individuals reported to have participated in the fight will be suspended from all Campus Recreation activities for (1) one full calendar year.

Note - This includes being reported to the Dean of Students and possible assault charges at the county courthouse.

Violation - Ejection or misconduct during or after the last game of season in a sport.

Penalty - Possible suspension from all Intramural Sports activities during and including the next major team sport.

Violation - Continuous evidence of unsportsmanlike conduct by individuals, teams, or organizations.

Penalty - Automatic suspension from Intramural Sports for remainder of the semester.

Violation - Ejection from a game due to a rule infraction.

Penalty - Possible suspension from team's next scheduled game and probation for remainder of that sports season.

Violation - Ejection from a game due to unsportsmanlike behavior.

Penalty - Automatic suspension from team's next scheduled game and probation for remainder of that sports season.

Violation - Three unsportsmanlike penalties in one game, by the same team.

Penalty - Automatic forfeit and loss of game. Team captain must meet with the Assistant Director of Campus Recreation - Intramural Sports the following day before 3:00pm.

*All violations will result in a mandatory meeting with the Assistant Director of Campus Recreation – Intramural Sports.

Reinstatement Procedures

Any player, coach, or spectator who is ejected from an intramural contest is automatically suspended from all intramural activity and Campus Recreation facilities until official reinstatement. The following guidelines for reinstatement should be followed:

- To be reinstated, one needs to schedule a meeting with the Assistant Director of Campus Recreation - Intramural Sports to discuss the events surrounding the ejection, the individual's actions that led to the ejection, and assurances as to how this type of behavior will be avoided in the future. It is up to the ejected individual to schedule this meeting. *It is suggested that a letter be submitted within 48 hours of the ejection.*
- The Assistant Director of Campus Recreation - Intramural Sports shall determine the period of suspension for each person who is suspended from all Intramural Sports. The *minimum suspension* for any ejection is one game in the activity from which the person was ejected plus a three month probationary period.

- No individual will be reinstated prior to a meeting with the Assistant Director of Campus Recreation - Intramural Sports.
- Self imposed suspensions will not be considered as time served. Ejected participants must meet with the Assistant Director of Campus Recreation – Intramural Sports before any suspension time will accumulate.

Forfeits and Defaults

Forfeits

Teams or individuals failing to appear at the playing area with the minimum starting line up at game time will forfeit the contest. Opponents may choose to give their opponent 5 minutes to show up and play the contest or take a win by forfeit. The official game clock begins at game time. The game will be played with the time that remains on the game clock. *The result of the game will be official if the captain decides to give their opponent 5 minutes to show up and play.* If neither team complies with this requirement, a forfeit shall be recorded for both teams. *Game time is forfeit time! Be at your game site at least 15 minutes prior to the start time!*

Teams or individuals that have forfeited two scheduled games or contests will automatically be dropped from further competition. The team captain will be called and informed if his/her team is dropped.

Teams on the waiting list for that sport will replace any team who forfeits out of the league. If there are no waiting list teams, teams may repay the forfeit bond to be reinstated into the league.

Team Leaders, Student Supervisors, Sports Officials, and Intramural Sports Staff can declare a contest forfeited when an individual displays flagrant actions, poor sportsmanship, is involved in a fight, or a team departs from the site of competition prior to the contest's conclusion.

Forfeited contests will not be rescheduled.

Teams will receive a sportsmanship rating of **2.0** for all games forfeited & a **3.0 for all games defaulted** and **won by forfeit or default, barring other circumstances.**

Defaults

Any team or individual knowing in advance that they will not be able to play a regularly scheduled contest is provided the opportunity to default that contest. In order for a contest to be considered a default, the team captain must contact the Campus Recreation Office by **4:00pm the day of the game (3:00pm on Friday in the case of a Sunday game)**. A loss will be assessed for the default, but a forfeit would be avoided.

Forfeit Bond

The Intramural Sports program at Valdosta State University requires a forfeit bond for every sport. This includes all team, individual and dual sports. Special events such as the Homecoming 5K Run and Faculty/Staff Golf Tournament are not subject to this bond. The purpose of the forfeit bond is to aid in reducing the number of forfeits throughout the season. Teams that do not forfeit during their season **are eligible to receive** their full bond amount **during the last two weeks of the semester**. The money collected from the forfeit bond may be used to defray some of the costs encountered of teams participating in extramural tournaments, such as entry fees. Money may also go to assist traveling officials or furnish prizes for all-star games and players of the week.

The bond is \$20 per sport. This fee does not change based on the number of entries, number of participants required or play format (season vs. tournament). Payment can be made in the Campus Recreation office during *regular office hours only*. Payments can be in the form of *money orders or cash*. Checks, credit/debit cards and flex *cannot* be used to pay the forfeit bond. Forfeit bond payments must be submitted with the team entry paperwork, before the deadline. Late entries or failure to pay the forfeit bond at the time of registration will result in the team not being entered into the league.

Teams will be charged as follows:

- \$10 for a forfeit
- \$5 for a default

The following will constitute a forfeit:

- Failure to have a representative at the captain's meeting
- Not having enough players present to start the game
- Team being ejected due to unsportsmanlike conduct
- Team using illegal player(s)
- Multiple forfeits can be assessed for one game (e.g. Illegal player and team ejection)

The following will constitute a default:

- Team gives **proper** notice of intent to miss a game.

Teams may pick up their remaining forfeit bond **for two weeks at the end of the semester**. After this point, bonds will not be given back. **Forfeit bonds will not be rolled over.**

Dates for the forfeit bond return are as follows:

- **Fall Semester: Weekday business hours from Monday, November 23 – Friday, December 4. Business hours are Monday-Thursday 8:00am to 5:30pm and Friday 8:00am-3:00pm.**
- **Spring Semester: Weekday business hours from Monday, April 19 – Friday, April 30. Business hours are Monday-Thursday 8:00am to 5:30pm and Friday 8:00am-3:00pm.**

Postponements and Reschedules

When absolutely necessary a postponement for an intramural contest may occasionally be granted by the Assistant Director of Campus Recreation - Intramural Sports. *Game reschedules/postponements are not guaranteed.*

A team or individual desiring a postponement must:

- Request a postponement in writing at least one (1) **day** prior to scheduled contest.
- The captain of the opposing team must agree to the postponement and the rescheduled date and time.
- Once the postponement request is approved, the contest must be played at the new date and time. Failure to play at the rescheduled time will result in a loss by forfeit for the team involved.
- All rescheduled contests must be played before the completion of the last week of league competition is over.
- If a team is aware of a conflict before the schedule comes out, they should notify the Assistant Director of Campus Recreation - Intramural Sports so that the games can be scheduled accordingly.
- Only one written reschedule request may be submitted per season.

Inclement Weather

In the case of inclement weather a decision will be made regarding the status of games one hour prior to the start of first scheduled activity. Potential reschedules will be available after 2:00pm the next working day. Captains should check their schedules regularly for affected games. **You may call the Intramural Hotline at 229-245-4305 for current field conditions and cancellations up until game time.**

Protests

From time to time there may be cause for a team to protest a game or contest. The following procedures outline the protest process for those teams that might become involved.

Sports Officials' judgment calls cannot be protested. Only protests concerning player eligibility or misinterpretation of a playing rule will be considered.

Player eligibility: Questions of eligibility can be protested throughout the intramural season or tournament. Those intending to protest possible ineligibility are strongly encouraged to state their intent prior to the start of any contest.

Rule Misinterpretation Protest:

- The first step is to register a verbal protest with the Sports Official *at the time of the infraction and before the next play occurs.* The rule interpretation will be discussed and handled at that time.

- If their ruling is unsatisfactory, the protest will be heard by the Student Supervisor or Team Leader on duty.
- If the decision given by the Student Supervisor or Team Leader is unsatisfactory and you would like to continue the protest, make your decision known at that time and the game will be finished under protest.
- An official written protest by the team's captain must be completed and filed in the Campus Recreation Office prior to noon on the day following the contest in question during league or playoff play. This includes: a \$20 protest bond, a formal written letter of protest and the Intramural Sports Protest Form.
- The result of the game must be affected for the game to be replayed.

Protest Hearings & Rules

The Assistant Director and/or **Graduate Assistant** of Campus Recreation - Intramural Sports will rule on eligibility protests, administrative errors, and/or rule misinterpretation protests when they are obvious and not contested by either team or by individuals involved. During league play or playoffs, the Assistant Director of Campus Recreation - Intramural Sports or Graduate Assistant may rule on protests regarding rule misinterpretation at the time of the occurrence if they are available.

Participants have the opportunity to appeal any disciplinary judgments made by the Assistant Director and Graduate Assistant of Intramural Sports. The Director of Campus Recreation will hear decisions that are contested or involve situations not specifically covered in this handbook. The Director of Campus Recreation will rule on the decision of the Assistant Director of Campus Recreation. He/She will approve, deny, or approve with modifications the appeal request from the participant.

Awards & Recognition

Champion Awards

If your team becomes a Divisional Champion or All Campus Champion in one of the major team sports, or if you win one of our individual, dual, or other minor team sports you will receive an Intramural Champion T-shirt! Teams will receive shirts for one and one half times the number of players required to field a team in that sport to a max of 16. Individual and dual sports will receive one or two shirts, depending on whether it is a single or doubles event. Some Special Event winners may receive T-shirts or other types of awards.

Extramural Tournaments

Some sports (basketball, football, softball) will have State or Regional Tournaments. There is the potential for the Department of Campus Recreation to pay the entry fee for an extramural tournament of the team's choice for the winner and runner-up of the All-Campus Championships in the Men's, Women's, and Co-Rec leagues. Exception: The winner and runner-up must have originally registered for the most competitive league offered in that specific sport.

Teams must provide the initial entry fee for the tournament and the Department of Campus Recreation will return the fee if the team attends the tournament as planned. All teams have the opportunity to participate in State and Regional Tournaments; however, they must pay their own entry fee, not to be reimbursed by the Department of Campus Recreation. Lodging and travel expenses are not included in any fees paid by the Department of Campus Recreation.

Please note: some tournaments limit the number of entries from one university, therefore winners and runner-ups have priority.

Other Important Information

Team Names

The Intramural Sports Program reserves the right to change or alter any team name that is vulgar, offensive, or in poor taste at any time. The Assistant Director of Campus Recreation - Intramural Sports has final right of refusal on this matter.

Team Sponsorships

All teams are allowed to have sponsors, but the sponsor cannot advertise alcoholic beverages, illegal drugs, or other illegal products. Teams are allowed to wear their own uniforms, providing that they are deemed legal based on the guidelines for that activity or sport. Uniforms cannot display any profanity or logos that would be considered vulgar to the Valdosta State University Community. The Assistant Director of Campus Recreation - Intramural Sports will have final right of refusal for any and all uniforms.

Completion of Forms

Be sure to *print clearly* on all forms you submit to the Campus Recreation Office. Be sure to fill out all the information completely and accurately. We are not responsible for errors due to incomplete or sloppy forms.

Alcohol & Drugs

Alcohol and other illegal drug use is prohibited at all campus recreation activities and programs. Anyone found to be under the influence of alcohol or other illegal drugs will be removed from the activity and may face appropriate legal action.

All information found in this manual is subject to change at the discretion of the campus recreation department & staff

To find the most up-to-date information regarding intramural policies, please consult the campus recreation website

Campus Recreation Office Information

Monday – Thursday: 8:00am – 5:30pm

Friday: 8:00am – 3:00pm

229-333-5898

www.valdosta.edu/recreation

Administrative Staff

Richard Hammond - Director, Campus Recreation

Mallory Price - Assistant Director, Intramural Sports

Eric Hug - Graduate Assistant, Intramural Sports

David Warford - Team Leader of Officials, Intramural Sports

Emily Powell - Team Leader of Operations, Intramural Sports

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