

2011-2012 Intramural Sports Handbook



**Policies and procedures governing Intramural
Sports participation set forth by VSU
Campus Recreation**

****Updated: 6/15/11****

VSU Campus Recreation
229.333.5898
www.valdosta.edu/recreation
Contact: imsports@valdosta.edu



Intramural Sports at VSU

Intramural sports are designed to provide an opportunity for all fee paying students, faculty and staff members to participate in organized recreational activities. Over 30 different sports are offered throughout the academic year including but not limited to: Flag Football, Softball, Basketball, Soccer, Volleyball, Tennis, Racquetball, Golf, Extreme Dodge ball and Cornhole. The Intramural Sports Staff works hard to structure leagues and tournaments for each of our Sports. Intramural Sports Officials, Supervisors, and Scorekeepers run each activity to add to the organization and your overall enjoyment. Participate in a sport you are familiar with or try a new one! A recreational and competitive division is offered in all team sports. Create or join a team in the Open, Greek, or Residence Hall league based on your interest group. All registration and sport entries are completed at www.imleagues.com.

This playbook 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 playbook to contact the Intramural Sports staff at imsports@valdosta.edu or 229-333-5898.

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.

Campus Recreation Office Information

Monday – Thursday: 8:00am – 5:30pm

Friday: 8:00am – 3:00pm

229-333-5898

www.valdosta.edu/recreation

Email: imsports@valdosta.edu

Administrative Staff

Richard Hammond - Director, Campus Recreation
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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, email us at imsports@valdosta.edu, come by the Campus Recreation Office, or call us at 22.-333.5898. One of our friendly staff will be glad to be of assistance!

Entry Procedures

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.

In order to properly organize specific Intramural activities the Intramural program has set up web based registration and entry procedures through www.imleagues.com. Register for all Intramural Sports via web. Detailed information and sport specifics can also be found at www.valdosta.edu/recreation. Navigate to the Intramural Sports page from there.

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.
- Our new system uses online registration at www.imleagues.com (link provided on our intramural website, <http://www.imleagues.com/Schools/Valdosta>)

All intramural participants will be required to create an account on **IMLeagues.com**.

To create an **IMLeagues** account: ****Note**** IMLeagues offers a **live support button** in the top right corner of all pages, please use this button if you encounter any difficulties.

1. Go to <http://www.imleagues.com/Schools/Valdosta/Registration>
 1. **OR**
 - b. Go to www.IMLeagues.com and click **Create Account**
2. Enter your information, **and use your Valdosta State University email** (@Valdosta.edu) and submit.

3. You will be sent an activation email, **click the link in the email to login and activate your IMLeagues account.**
4. You should be automatically joined to your school – If not you can search schools by clicking the “Schools” link

How to sign up for an intramural sport:

1. Log in to your **IMLeagues.com** account.
2. **Click the Create/Join Team button** at the top right of your User Homepage page
OR
Click on the “Valdosta State University” link to go to your school’s homepage on IMLeagues.
3. The current sports will be displayed, click on the sport you wish to join.
4. Choose the league you wish to play in (Men’s A, Men’s B, Women, etc.)
5. Choose the division you’d like to play in (Monday 5PM, Tuesday 5PM, etc.)
6. You can join the sport one of three ways:
 - a. Create a team (For team captains)**
 - i. Captains can invite members to their team by clicking the “Invite Members” link on the team page. Any invited members must accept the invitation to be joined to your team.
 1. If they’ve already registered on IMLeagues: search for their name, and invite them
 2. If they haven’t yet registered on IMLeagues: scroll down to the “Invite by Email Address” box, and input their email address.
 - b. Join a team**
 - i. Use the Create/Join Team Button at top right of every page
 - ii. Accepting a request from the captain to join his team
 - iii. Finding the team and captain name on division/league page and requesting to join
 - iv. Going to the captain’s playercard page, viewing his team, and requesting to join

c. Join as a Free Agent

- i. You can list yourself as a free agent in as many divisions within a league as you'd like. You will be visible to all members of the site and can request to join teams, or post information about yourself so teams can request to add you to their team.

Email us at imsports@valdosta.edu if you have questions.

- All entries require a \$20 forfeit bond to be paid at time of entry. Entries will not be accepted until this bond is paid. PayPal will be the method of paying on the imleagues web page. You may also pay the bond in cash in the Campus Recreation main office. The forfeit bonds will be returned to you in cash at the SRC main office and can be picked up during the last two weeks of the semester.
- 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 go online at www.imleagues.com and create your account and select free agent for that 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 as a free agent 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 on the amount of time and facilities available for play, teams will be scheduled for 3 to 5 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)
- **Residence Hall** - Any team whose roster is comprised entirely of students who live in one of the resident halls. (Centennial, Hopper, Georgia, Brown, Lowndes, Patterson, Langdale, Reade and Converse)

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, with less focus on competition.* In individual and dual activities these

individuals are not frequent tournament players and may be playing for the first time.

Schedules

Schedules will be created based on the preferences selected in imleagues.com online registration. For team sports the schedules will be discussed at the captain's meeting. All schedules will be posted online at www.imleagues.com. Participants are expected to check imleagues often for updated schedules. No schedules will be printed out. *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.
- Make sure ALL players are signed up on the imleagues website and on the team roster online.
- 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 online schedules on imleagues.com 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.
- Following 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.

IMLeagues Account

Each player must be signed up with an account on imleagues.com in order to participate, when players sign up and join teams this gives us an accurate roster of each participant involved in intramural sports. Players that are not on our roster are not allowed to participate. It takes no time at all to create an account, and it is actually pretty fun being involved!!

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.

Ineligible Players

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.

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 “Competitive/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 “Competitive/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, 1-Pitch Softball	Baseball, Softball
Basketball, 3v3 Basketball	Basketball
Volleyball, Sand Volleyball	Volleyball
Futsal, Outdoor Soccer	Soccer
Golf Scramble	Golf

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, Scorekeepers, 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, Scorekeepers 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:

- 4.0 – (Excellent) Exemplary conduct, excellent sportsmanship towards opposing teams, officials, and staff members. Coaches/players exceed expectations during their contest. Team was a joy to watch and work for.
- 3.0 – (Average) Conduct was positive throughout the contest. Coaches/players acted in a proper manner and were respectful to opposing team, officials, and staff.
 - Defaults

- 2.0 – (Below Average) One unsportsmanlike conduct penalty 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, yellow card in soccer). Check with officials after the game to account for all unsportsmanlike conduct penalties.
 - Forfeits
- 1.0 – (Poor) Two unsportsmanlike conduct penalties, an ejected participant, and/or extremely poor conduct of team/individuals.
- 0.0 – (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, Scorekeepers, 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 **3:00pm the day of the game (3:00pm on Friday in the case of a Sunday game)**. A loss will be assessed for the default, and the other team will be contacted so that they do not show up to the game, 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 team sport and \$10 for dual/individual sports. 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 online at imleagues.com when you register your team for play using paypal. Forfeit bond payments must be submitted with the team entry, 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 also be allowed to pay in cash the forfeit bond before the deadline in the Campus Recreation main office during regular office hours.

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 in cash from the SRC main office 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 28 – Friday, December 9. Business hours are Monday-Thursday 8:00am to 5:30pm and Friday 8:00am-3:00pm.
- Spring Semester: Weekday business hours from Monday, April 23 – Friday, May 4. Business hours are Monday-Thursday 8:00am to 5:30pm and Friday 8:00am-3:00pm.

Reschedules

When absolutely necessary a Reschedule 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 reschedule must:

- Request a reschedule in writing at least one (1) day (24 hours) prior to scheduled contest via email to imsports@valdosta.edu.
- The captain of the opposing team must agree to the reschedule date and time.
- Once the reschedule 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 on imleagues regularly for affected games. Also, please opt in for text messages via imleagues online. All reschedules will be notified via text message to those participants who opt in. 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 must state their intent prior to the start of the second half (4th inning) or halfway through 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

An official written protest by the team's captain must be completed on game site before the start of the second half (4th inning). The Intramural Sports Protest form will be taken into the Campus Recreation Office and presented to the Assistant Director of Campus Recreation – Intramural Sports by the Intramural Sports Team Leader or Supervisor. The protesting captain must also file a formal written letter of protest and present the \$20 protest bond by noon on the day following the contest in question during league or playoff play.

After the bond and paperwork is properly filed the Assistant Director will investigate the situation and circumstances surrounding the protest and make a ruling to accept or deny the claim. Should the protest be accepted the protest bond will be returned in full and the outcome of the game in question will be altered.

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 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.

Intramural Point System

In order to encourage more students, faculty, staff, clubs, and other university organizations to join in the fun, the Intramural Sports Program has a point system that allows for the awarding of Intramural Point System Champions in specified divisions at the end of each academic year. The point system provides more incentive for individuals and groups to participate in the Intramural Sports Program by keeping the thrill of competition within its limits and placing a strong emphasis on sportsmanship and having fun through participation in multiple events throughout the year.

Point System Points will be awarded only for activities in the fall and spring semesters of an academic year. Teams and organizations must use the same team name for all activities registered for, or include on the actual registration form the team name that they would like their points credited to for participation in that activity. The number of points awarded to a team will be dependent upon the classification of the activity, performance in the activity and sportsmanship of 3.0 or higher.

A Champion will be declared in the following divisions:

- **Organization**- Residence Hall Men's Team, Residence Hall Women's Team, Greek Men's Team, & Greek Women's Team
- **Non-organization (Open)** – Men's Team, Women's Team, & Co-Rec Team

Points

Tier One (Major Team Sports)

- 1st Place: 500 points
- 2nd Place: 250 points
- 3rd and 4th Place: 125 points
- Sportsmanship 3.0 or higher: 100 points

Fall Semester - Flag Football, 1-Pitch Softball, Indoor Volleyball, and Futsal (Indoor Soccer)

Spring Semester - Basketball, 4v4 Flag Football, Softball and Outdoor Soccer

Tier Two (Minor Team Sports and Tournaments)

- 1st Place: 300 points
- 2nd Place: 150 points
- 3rd and 4th Place: 75 points
- Sportsmanship 3.0 or higher: 50 points

Fall Semester – Badminton Doubles, 2-Person Golf Scramble, Cornhole, 3v3 Basketball and 4-Person Team Bowling

Spring Semester – 4-Person Team Bowling, Tennis Doubles, 4v4 Sand Volleyball, 2-Person Disc Golf Scramble, Extreme Dodgeball and 4-Person Golf Scramble

Tier Three (Minor Individual Sports and Tournaments)

- 1st place: 200 points
- 2nd Place: 100 points
- 3rd and 4th Place: 50 points

Fall Semester – Tennis Singles, Table Tennis and Racquetball Singles

Spring Semester – Racquetball Singles and Billiards (Pool) Singles

Tier Four (Online Sports and Special Events)

- 1st Place: 100 points
- 2nd Place: 50 points
- 3rd and 4th Place: 25 points

Fall Semester – College Football Pick 'Em, Fantasy Football, Homecoming 5K and College Football Bowl Pick 'Em

Spring Semester – NCAA Basketball Pick 'Em and Swim Meet

Extramural Tournaments (see below for more information)

- Participating (registering, paying fees, as well as participating): 200 points
- 1st Place in Tournament: 200 points
- 2nd Place in Tournament: 100 points
- 3rd and 4th Place in Tournament: 50
- Sportsmanship 3.0 or higher: 25

Prizes

The Intramural Point System Champion from each division will have their names engraved on the Intramural Points System Champions Plaque/trophy which will be displayed in the Student Recreation Center.

Greek League Points Specifications

- To participate in Greek Intramural Sports all women must maintain a 2.5 GPA. All men must maintain a 2.3 GPA.
- Any CPC member that has not been initiated but has received a bid from a chapter is allowed to participate in intramural activities.
- Any IFC member that has not been initiated and has received a bid is allowed to participate in intramural activities. However, any IFC member on the Intramural roster must remain on the grade roster.
- All rosters will be approved by the delegated CPC/NPHC/IFC executive chair member.
- Eligibility rosters:
 - Rosters will be reviewed in the middle of each semester.
 - Turn in dates: September 15 and February 15. **No late rosters will be accepted.**
 - These rosters will be used for Greek Week and Intramurals.
 - The roster will be comprised of the previous semester's grades and will be used for the entire present semester.

Additional Points

The following points will be awarded during the regular season to the Greek League on a one year trial basis to increase competition.

Sportsmanship Ratings

Sportsmanship ratings will receive points per game in the following sports:

- Flag Football
- 1-Pitch Softball
- Indoor Volleyball
- Futsal (Indoor Soccer)
- 3v3 Basketball
- Basketball
- 4v4 Flag Football

- Softball
- Outdoor Soccer
- 4v4 Sand Volleyball
- Extreme dodgeball
 - 4.0 = 5 points
 - 3.0 = 0 points
 - 2.0 = -5 points
 - 1.0 = -10 points
 - 0.0 = -15 points

Participation points

Teams will receive the following points for their organization per contest played.

- Team – 20 points
- Individual/dual – 30 points

Achievement points

Teams will receive the following points for their organization per contest won.

- Team – 10 points
- Individual/dual – 15 points

Note: Sportsmanship Ratings, Participation points and Achievement points will not be calculated for CoRec teams; only tier points will apply for CoRec to the given Fraternity and Sorority.

Extramural Tournaments

Flag Football and Basketball will have State, Regional, and National Tournaments referred to as Extramural Tournaments. There is the potential for the Department of Campus Recreation to pay a travel stipend of \$350 for an extramural tournament of the team's choice for the winner and runner-up of the Extramural Qualifying Tournament for Flag Football and Basketball. The \$350 travel stipend can be used for the tournament entry fee, gas, or hotel while the team is at the extramural tournament. All teams have the opportunity to participate in the State, Regional or National Tournaments; however, they must pay their own entry fee, not to be reimbursed 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.

Extramural Qualifier and Travel Stipend

A qualifying tournament will be held for Flag Football and Basketball to determine the teams eligible for the travel stipend. Winner and runner-up will be

eligible to receive the stipend. Should not enough teams show interest in competing in the qualifier the Assistant Director of Campus Recreation, Intramural Sports will be responsible for selecting the teams eligible for the travel stipend.

Teams must provide the initial entry fee, gas, and lodging for the tournament and the Department of Campus Recreation will reimburse up to \$350 with all original receipts of payment at the tournament.

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.

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**