



Office of Recreational Services



Intramural Sports Program Manual

Table of Contents

<u>Manual Section</u>	<u>Page Number</u>
• Philosophy and Objectives of Intramural Sports.....	3
• Intramural Financing.....	3
• Student Employees.....	3
• Sportsmanship.....	4
• Liability/Risk Management.....	4-5
• How Do I Play?	5
• Intramural Sports – Vital Information!.....	5
• Team Captains, Team Equipment, and Team Uniforms.....	5-6
• Participant Eligibility (Collegiate, Sport Clubs, Olympic/Professional) and Appealing Status...	7-8
• Changes to Team Rosters.....	8-9
• Ineligible Participants.....	9
• Sports and Leagues Offered.....	9-10
• Protesting Intramural Contest.....	10
• Participant and Spectator Designated Areas.....	10
• Participant and Spectator Conduct.....	10
• Coaches.....	10
• Defaults and Forfeits – What are they?	11
• Inclement Weather.....	11
• Reschedules (Regular Season vs. Tournaments)	11
• Post Season Competition.....	12
• Championship Awards.....	12
• Captains Cup – What is it?.....	12

Section 1: Philosophy of Intramural Sports

The purpose of the intramural sports program is to provide an opportunity for Christopher Newport University students, faculty and staff members to take part in competitive and non-competitive recreational sport activities within the framework of educational endeavors. Intramurals, literally meaning "*within the walls*" pertains to something within one institution. Intramural sports involve competition from participants that are both within the same school. Therefore, the program is designed to accommodate the interest of the University community and is solely for the use of the University community described above. Intramurals encompasses an inclusive environment of healthy competition, where sportsmanship is emphasized and programs are available to participants regardless of their skill level, ability, and experience or otherwise.

Section 2: Objectives of the Intramural Program Manual

- 2.1) The program manual is a resource for all CNU intramural participants. It provides the foundation and basis for which the CNU intramural program is structured.
- 2.2) It is the responsibility of the participant to become educated in the rules and policies of intramural sports prior to participation.
- 2.3) It is the responsibility of the team captain to share information discussed in the program manual with his/her team.
- 2.4) The policies and procedures in this manual are subject to review and change by the Director of Recreational Services at any time.

Section 3: Intramural Financing

- 3.1) The intramural sports program is financed by activity and services fees paid by Christopher Newport University students.
- 3.2) Many intramural activities require a refundable forfeit fee. Team Sports \$20 per team. Individuals/Duals \$5 per team.
- 3.3) The refundable forfeit fee is subject to alteration by the Director of Recreational Services at any time. This fee is returned provided an individual or team does not forfeit. A fee will incur when a team defaults (Section 23), this excludes badminton and tennis where two defaults are allowed before their entire fee will be retained by the Office of Recreational Services (ORS).
- 3.4) **End of Season** – At the end of the regular season (for teams not advancing to playoffs) or the end of playoffs, a team may come to the ORS to retrieve their forfeit fee that was paid. They will receive back their full amount provided they did not default or forfeit. The deadline dates to pick-up forfeit fees is part of the Team Roster that Team Captains and Participants sign off on. If a team fails to pick up their fee by the deadline, this allows ORS to retain their fee. Should a team want to use their fee for the next intramural season – they still need to pick up their fee and save it on their own.
- 3.5) **Non-Refundable Fees** – From time to time, Rec. Services will

Section 4: Intramural Student Employees

- 4.1) The intramural program will provide several student employment opportunities, most notably intramural officials. These employees are in absolute control of the game and their decisions are final. Participants in the program are encouraged to provide polite and tactful feedback to the staff at the end of the game. However, teams should voice all concerns through their team captain. In addition, participants have the option of rating the intramural officials after each game using the following scale.

- 5 Officials had superior game control. They displayed comprehensive rule knowledge and exhibited excellent professionalism and effort.
- 4 Officials had good game control. They displayed satisfactory rule knowledge and exhibited good professionalism and effort.
- 3 Officials had fair game control. They displayed average rule knowledge and exhibited acceptable professionalism and effort.
- 2 Officials had poor game control. They displayed below average rule knowledge and exhibited inadequate professionalism and effort.
- 1 Officials had unacceptable game control. They displayed unacceptable rule knowledge and exhibited intolerable professionalism and effort.
- 0 No game control. No rule knowledge. No professionalism and effort.

Section 5: Sportsmanship

The intramural sports program expects all participants to conduct themselves in a sportsmanlike manner towards intramural staff and their fellow competitors. The intramural staff will rate each team's conduct at the conclusion of each of their games. A team's sportsmanship rating will directly affect their privilege to continue to play intramural sports. The intramural staff will use the following scale when rendering a decision:

- 5 Normal game: Politely and tactfully questioning an official on rule interpretation only.
 - 4 Some static: Some questioning of judgment or repeated complaints. No infractions issued.
 - 3 Difficulty: Repeated questioning of judgment. Unsportsmanlike call, technical foul or yellow card issued.
 - 2 Harassment: Multiple unsportsmanlike calls, technical fouls, yellow cards issued or a spectators' harassment of the officials.
 - 1 Ejection: Any ejection, whatever the cause will result in a rating of a 1 or 0 depending on severity.
 - 0 Ejection: Any ejection, whatever the cause will result in a rating of a 1 or 0 depending on severity.
-
- 5.1) In games in which a technical foul, yellow card (soccer, volleyball) or unsportsmanlike penalty (flag football) is issued for whatever reason, a team's sportsmanship rating for that game will automatically drop to at least a 3.
 - 5.2) In games in which an ejection occurs, for whatever reason, a team's sportsmanship rating for that game will automatically drop to at least a 1.
 - 5.3) In order to be eligible for the playoffs, a team must average a 4 point sportsmanship rating throughout the regular season.
 - 5.4) Teams will receive a 5 point sportsmanship rating for "bye" weeks as well as defaults.
 - 5.5) In the event that a team is mathematically eliminated from attaining a 4 point average during the regular season they will be removed from further competition.
 - 5.6) During a tournament, a score of at least a 4 will guarantee advancement for the winning team. A winning team with a sportsmanship rating less than a 4 will be reviewed by the intramural staff to determine if they advance.
 - 5.7) Teams may appeal their sportsmanship rating up until 24 hours after their last regular season game by contacting the intramural program assistant for their sport. During tournaments, teams will have 24 hours to appeal their sportsmanship from the time their previous game ended.

Section 6: Liability/Risk Management of Intramural Participants

Participation in intramural sport activities is completely voluntary. These activities intrinsically involve risks of physical injury greater than those encountered in daily life, and by taking part in sports and other recreational activities; participants acknowledge and assume risks inherent therein. The intramural sports program does not carry accident or injury insurance to cover participants in sports activities. Therefore, all students are strongly urged to purchase health insurance before participating in any activity. In addition:

- 6.1) The intramural program does not provide athletic trainers.
- 6.2) Should an injury occur, the intramural supervisor (certified in First Aid/CPR/AED training) will treat to the best of their ability and then refer participants for additional medical attention as necessary.
- 6.3) In the event of a head, neck or back injury, the injured participant must receive written permission from a physician before engaging in further participation.
- 6.4) All participants must sign a Release, Hold Harmless and Conduct Agreement (i.e. Team Roster Form) prior to participation in any intramural activity. Also, should further medical attention be determined and the participant refuses treatment – they must sign the injury report indicating their decision.
- 6.5) **Blood Rule** - 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 blood is on clothing, the participant must change into a clean item (i.e. t-shirt, shorts, etc.) before returning to play.
- 6.6) **Alcohol / Drug Use** - All CNU intramural sport participants and spectators must abide by the alcoholic beverage policy listed below:
Alcohol of any kind is not allowed on the playing fields or in any of the indoor facilities. If a participant or spectator is suspected with possession of alcohol, this individual will be asked to immediately leave the playing field or gym. If he/she refuses, CNU police will be contacted. If any player or players are suspected of drinking or being under the influence of drugs or alcohol, they will NOT be permitted to participate in the intramural event, and should a team fall below the required number to play – this game will be counted as a default. If the team's on their second default, this counts as forfeit and will be dropped from further competition.

- 6.7) **Tobacco Use** - No one is allowed to smoke on or in any sport facility. No participant is allowed to use smokeless tobacco on or in any sport facility. For events held outside on James River Turf Field, spectators may smoke cigarettes outside the field gate or in the bleachers ONLY. No one may smoke on the outside perimeter of the field (i.e. the gravel area) and not on the field itself. This is to ensure cigarette butts do not end up on the playing field, and to help with a debris free facility. NO exceptions allowed.

Section 7: How Do I Play Intramural Sports?

- 7.1) Participants are encouraged to form teams on their own or become a Free Agent (see section 7.3).
- 7.1)1. **Registration Periods:** Registration periods for sports are either at a particular day and time or on a rolling basis.
Registration Location (Team Sports): President's Reception Room (2nd Floor – Freeman Center)
Interested parties MUST:
- 1.) Print off copies of registration instructions and packets from the website by clicking on the sport they are interested in.
 - 2.) The team roster form must be completed in full, and the required forfeit fee must accompany this form. If no fee is attached this team will be put **automatically** on the waiting list until the appropriate fee is received, and a spot into a league is not guaranteed. Incomplete forms will not be accepted.
- 7.1)2. For special events, dual and individual competitions or small league sports a “rolling registration” is used but the other duties remain the same. **Team roster forms for these activities should be turned into the intramural program assistant for that sport in the Office of Recreational Services (The Freeman Center, room 104). Teams will not be allowed to sign up after the registration deadline. All registration is on a first-come, first serve basis.**

Section 7 (cont.): Intramural Sports – Vital Information!

- 7.2) **Captain's Meeting** - After registration each team must have a representative attend the mandatory captain's meeting for the sport they wish to play. Team representatives will need to arrive on time to this meeting. Teams who miss the meeting will count this as their default game and a \$5 fee will be assessed.
- 7.2)1. **Registration Cap-** Leagues may be capped, limiting the number of teams that can register (see section 16.4).
- 7.2)2. **Waiting List-** If all the available spots for that sport have been filled, the remaining teams will be placed on a waiting list for that sport. Wait-listed teams will be given the opportunity to play based on their order on the list. Teams from the waiting list are added to the league when a spot opens up via forfeit or when disciplinary conduct removes a team from the league. This newly added team will take over the overall record of the team they replaced so as to not disrupt league standings. However, they will be awarded full sportsmanship points for the weeks they did not play. If the new team did not attend the captain's meeting for that sport, they will be required to go through the captain's meeting presentation with the intramural program assistant for that sport before they are eligible to participate. Teams may also be added from the waiting list should another league / division open up. Teams will be taken by their order on the waiting list; however, a 24 hour time frame goes into effect. Should a team take longer than 24 hours to respond back via phone or email, then it goes to a first come first served basis.
- 7.3.1 **Free Agency-**All person(s) that do not have a team and wish to compete in intramurals sports should email intramurals@cnu.edu with their name, sport(s) interested in, the days and times associated with them, and a contact phone number. Individuals will be placed on a team and notified when and where to report for their games. Free Agents may also attend captain's meetings instead of emailing the office to attempt to join a team as well.

Section 8: Team Captains

The team captain is responsible for the following:

- 8.1) Informing their team of the rules governing the specific activities.
- 8.2) Informing their team of the time and place they will play their games.
- 8.3) Signing in their team with the intramural supervisor at least 15 minutes before game time.
- 8.4) Signing the score-sheet following the game. This confirms that the game was recorded correctly.
- 8.5) Rating the officials (voluntary)
- 8.6) Notifying all players and spectators of the intramural policies
- 8.7) Determining the eligibility of his/her players prior to game time.
- 8.8) Keeping his players and spectators under control at all times.
- 8.9) In the event that the team captain cannot make the game or is removed from the game, the team must elect a new team captain for that game/remainder of the game.

Section 9: Equipment

Certain equipment is prohibited from being worn due to the increased chance of injury it presents. This includes:

Prohibited Equipment

- 9.1)1. Jewelry (rings, watches, necklaces, ankle bracelets, earrings, rubber bands, etc.). Placing tape over jewelry is ONLY permitted when an earring can solely be removed with pliers (i.e. tragus cartilage piercing). All other piercings, whether they are new or not, must come out prior to play!
- 9.2) Casts
- 9.3) Hard bill hats are prohibited in all sports except softball or softball/baseball related activities.
- 9.4) Metal cleats
- 9.5) Pants and shorts with pockets, hard unyielding substances (zippers)
- 9.6) Belts cannot be worn to support the pants.
- 9.7) Pants and shorts cannot be worn backwards or inside out.
- 9.8) Drawstrings must be tucked in to the pants/shorts.
- 9.9) Denim material is not allowed due to the restriction of movement.
- 9.10) T-shirts long enough to cover pockets (i.e. Tall Tees)
- 9.11) Sleeveless T-shirts that are ripped past the seam of the armpit.

Certain equipment is required or acceptable during play. This includes:

Acceptable or Required Equipment

- 9.12) Proper athletic shoes must be worn. No sandals, flip-flops, dress shoes, boots, etc.
- 9.13) Stocking caps are permitted in outdoor sports only, provided there are no exposed knots, tails, holes or drawstrings, etc.
- 9.14) Knee braces are permitted with approved protective (neoprene) covers.
- 9.15) Headbands, sweatbands, and wristbands are permitted in outdoor and indoor sports provided there are no exposed tails, holes or drawstrings, etc.
- 9.16) Medic-alert braces that are taped down by the intramural staff on site will be allowed.

Section 10: Team Uniforms (T-Shirts/Jerseys)

In an effort to reduce confusion for officials and opponents, team uniforms (t-shirts/jerseys) for intramural contests will be required in all team sports. Intramural games proceed more effectively if both teams have uniforms (t-shirts/jerseys) of contrasting colors. Therefore, the following guidelines are provided as a point of reference.

- 10.1) Teams will have the opportunity to select a team color during the registration process of the sport.
- 10.2) Once a team selects a particular color for a division, it may not be duplicated by another team in that same division.
- 10.3) White, grey and other colors that could be perceived as white or grey will not be allowed, however all other colors will be permitted.
- 10.4) White or grey shirts are only to be used as alternates jerseys.
- 10.5) If a dark color is selected, similar dark colors (i.e. black and navy) will not be allowed in the division.
- 10.6) The team is required to have all players wear the same shade of color to every game. For example, **red** and **maroon** are not the same shade of red; **navy blue** and **royal blue** are not the same shade of blue.
- 10.7) During the regular season the team on the right side of the schedule/score sheet is responsible for the alternate jersey. During a tournament, the **lower seed** on the bracket is responsible for the alternate jersey color.
- 10.8) Just prior to game time, the intramural staff will determine if a conflict exists regarding jersey colors. If a conflict does exist, the team in violation of the policy will be asked to wear their alternate (white or grey) jersey or be defaulted. If both teams are in violation of the policy, the team listed on the right of the printed schedule (or bottom of the playoff bracket) will be required to wear their alternate jerseys. In the event they do not have an alternate shirt, jerseys will be provided.
- 10.9) **Numbering of shirts:** All sports require participants to mark a number, 3" high on the back of their shirt. This number must be visible to the intramural staff. This number must not be taped on the shirt. This number cannot be a fraction, decimal or triple digit number. No team members can wear the same number.
- 10.10) **Soccer:** The sport of soccer requires each goalie to have a different color shirt than his/her teammates and opponents.

Section 11: Participant Eligibility-General

- 11.1) Only currently enrolled CNU students and faculty or staff enrolled in or employed by the University (full-time, part-time; graduate assistants eligible, volunteers ineligible), shall be eligible to participate in intramural sports.
- 11.2) CNU alumni are not allowed to participate in intramural sports.
- 11.3) Spouses of CNU students, faculty and staff are not allowed to participate in intramural sports unless they meet policy 11.1.
- 11.4) **Captain's Card**-All participants must present a valid Captain's Card also known as the CNU ID card (ID) before each intramural game. The ID must have a visible picture and the name and ID number must be visible to the intramural staff. If the intramural staff member cannot distinguish the picture, name or ID number, the participant will be turned away. Furthermore, ID cards must have current semester stickers on them. If no current semester sticker is present, the participant will be turned away.
 - 11.4)1. The ID should remain on-site for the duration of the game. Participants will otherwise be considered ineligible.
 - 11.4)2. The ID card is the only identification accepted by the intramural staff. **NO EXCEPTIONS.**
 - 11.4)3. If an intramural staff member determines that an individual is attempting to check-in with false identification in order to participate in an intramural contest, the ID will be confiscated and that individual will not be allowed to play.
 - 11.4)4. If the intramural staff determines that the team captain was aware of the individual's use of improper identification, then that team will forfeit their game and subsequently be removed from further competition.
 - 11.4)5. Any individual who has played or attempts to play using an invalid or false ID card will immediately be suspended from all intramural activities. This individual's case will be forwarded to the Center for Honor Enrichment and Community Standards. Further involvement by that individual's team will be reviewed on a case by case basis.
 - 11.4)6. **The intramural staff cannot and will not allow anyone to play without the proper identification. Regarding ID use, the decision of the intramural staff on-site is final. No appeals regarding ID use will be accepted.**
- 11.5) Male participants may play on one men's team and one coed team per sport.
- 11.6) Female participants may play on one women's team or one men's team (but not both) and one coed team per sport.
- 11.6)1. A player found to be playing on two teams (one of those not being coed) in the same sport will be suspended from play in that sport for the remainder of the semester (further suspensions may be given at the discretion of the intramural staff).

Section 12: Eligibility of Collegiate Athletes*

- 12.1) Current CNU Varsity athletes are not eligible in their respective sports (or intramural congruent sport or event) during the academic year in which they are playing. Current being defined as "any person who is on any active roster(s) for Christopher Newport University athletics."
 - 12.1)1. Current CNU Varsity athletes are eligible to play intramural sports outside of their congruent sport (see below for reference). There is no limit on the number of current Varsity players on a team if outside of their congruent sport. **Please Note:** Rec. Services will not be held liable for any injury resulting from intramural play.
 - 12.1)2. **Former CNU Varsity athletes may participate in intramural sports. Former being defined as "any person who quits, uses a semester or more of intercollegiate eligibility, or their eligibility has expired (NCAA deems this for Division III athletes as 10 months or 15 quarters upon entry into school) and were on a varsity team at one point."**
 - 12.1)3. Former CNU Varsity athletes may participate and have an unlimited number of players on a team **only** when it's outside of their congruent sport.
 - 12.1)4. **Limitations regarding former Varsity athlete participation within their intramural congruent sport:**
 - Former Varsity = Limit 2 per team (in all leagues: men's women's and coed) **please mark an * next to their name on your team roster form!**
 - A former Varsity player will return to the "general" (see Section 11) intramural participant status after one full academic year (or two semesters) under the "former" Varsity athlete status.
 - **Example:** A Soccer player quits the team Fall 2009. They cannot play intramural soccer (indoor) Spring 2010. They can play intramural soccer (outdoor) Fall 2010 if they aren't on the active Varsity Soccer roster as a "former" Varsity athlete. Spring 2011 they will still be considered "former." Fall 2011 they will be considered a "general" intramural participant.
 - 12.1)5. **Congruent sports include, but are not limited to:**
 - Collegiate baseball and softball – any intramural softball related activity
 - Collegiate football – any intramural flag football related activity
 - Collegiate basketball – any intramural basketball related activity

Collegiate track and field/cross country – any intramural track and field related activity
Collegiate volleyball – any intramural volleyball related activity
Collegiate soccer – any intramural soccer related activity
Collegiate tennis – any intramural racquet activity

Section 13: Eligibility of Christopher Newport University Sport Club Participants*

- 13.1) **Team Sports** - Current sport club members may participate in their respective sport; however, a maximum of 2 are allowed per team in all sports and leagues (men's women's and coed). Please mark an * next to their name on your team roster form!
- 13.1)1. **Individual or Dual Competitions** - may have only 1 sport club participant.

***Any teams found to be in knowing violation of Sections 12 and 13 will be dropped from the league and any games played will result in forfeits. In addition, forfeit fees will not be refunded.**

Section 14: Eligibility of Olympic or Professional Athletes

- 14.1) Current or former Olympic athletes are not eligible to compete in their respective sport(s).
- 14.1)1. Olympic athletes are considered individuals who competed for their country in the Olympics or World Championships, not the Olympic trials.
- 14.2) Current or former professional athletes are not eligible to compete in their respective sports.
- 14.2)1. Professional athletes are considered individuals if they were on an official roster in any North American (affiliated) professional sporting league. These leagues include, but are not limited to: National Football League, NFL Europe, Canadian Football League, Major League Baseball, National Hockey League, National Basketball Association, Women's National Basketball Association, Major Indoor Soccer League, Major League Soccer, Association of Volleyball Professionals, Professional Golf Association, Ladies Professional Golf Association, Women's Tennis Association, Association of Tennis Professionals, etc.
- 14.2)2. Participants who have been affiliated with other professional sport organizations around the world will be declared eligible for all intramural sports but should check their eligibility prior to participation.

Section 15: Appealing Collegiate, Olympic or Professional Status

- 15.1) A said collegiate, Olympic, or professional athlete as described above may appeal their eligibility in writing to the Director of Recreational Services.
- 15.1)1. During the eligibility appeals process the said participant will be considered ineligible from the sport they are requesting to play.
- 15.1)2. Decisions will be made on a case by case basis by the Director of Recreational Services.

Section 16: Changes to Team Rosters

- 16.1) Once an individual has signed the team roster form of a registered intramural team, he/she may not play for another team / team member for the remainder of the season unless they follow the following procedures:
- 16.1)1. **Dropping Players from the Roster:** A player unable to play with their original team (for whatever reason) may be dropped permanently from that team's roster during the course of the season. This may be done by the team captain or the participant. This drop may occur on site with the intramural staff or in the Office of Recreational Services. The dropped participant will be unable to re-sign with their original team (the team that they were dropped from) but will be able to play with another team provided that they follow the proper procedure for switching teams and are eligible to do so.
- 16.2) **Switching Teams:** Each intramural participant may drop off their original team's roster in order to play with another team one time and one time only during the course of the semester. However, this drop may only occur if the participant has played in only one game or less with their original team, or within the first 15 days of that sports regular season, whichever comes first (regardless of whether or not that individual plays on that day). After this 15 day grace period has expired no switching of teams will be allowed. To switch to another team, the participant must bring his/her CNU ID card to the intramural program assistant for that sport during their office hours and make their claim for wanting to switch teams.
- 16.3) **Adding Participants to the Roster:** Teams are allowed to add participants to their roster at any time as long as that participant has not played on another team, or if they have, have completed the proper "switching teams" procedure with the intramural program assistant (see policy 16.2) and adding the new player(s) does not put the team over the roster cap (see policy 16.4).

- 16.4) **Roster Caps:** All team sports can have a maximum of 15 people on a roster. **However, upon distributing championship t-shirts at the conclusion of the intramural season, a team will only be allotted the amount below (see 16.5.1 – 16.5.10).**
- 16.5) In the event that an injury (and only an injury) will prevent a team from continuing to play, the team may appeal to have additional player(s) added to their roster with the written consent of that sport's program assistant. Teams/individuals appealing this cap should bring proof of the injury to the intramural program assistant for that sport during his/her office hours.

Championship T-Shirt Allocations:

- 16.5)1. Basketball (3v3): 6 participants
 16.5)2. Basketball (5v5): 10 participants
 16.5)3. Dodgeball: 9 participants
 16.5)4. Flag Football (4v4): 8 participants
 16.5)5. Flag Football (7v7): 12 participants
 16.5)6. Soccer (indoor): 10 participants
 16.5)7. Soccer (outdoor): 12 participants
 16.5)8. Softball: 13 participants
 16.5)9. Volleyball (Indoor): 9 participants
 16.5)10. Badminton/Tennis (doubles): 2 participants

Section 17: Playing with Ineligible Participants

- 17.1) A participant is considered ineligible if:
- A) They have been ejected from an intramural event and have not had their case resolved with the Director of Recreational Services.
 - B) They have played on two teams in the same sport (one of them not being Co-ed).
 - C) They or their team does not meet the eligibility/roster requirements mentioned in sections 11-14 and 16.
- 17.2) If the intramural staff determines a team to be using an ineligible player, that team will forfeit all games in which that player has participated and subsequently be removed from further competition for that sport. Subsequently, all participants on the forfeited team will become ineligible in that sport for the remainder of the season.
- 17.2)1. During tournaments, the team with the ineligible player will forfeit all contests which the individual played but the previous rounds remain the same.
- 17.3) **Participants may protest the eligibility of other participants following this procedure:**
- 17.3)1. Step 1: The protesting team/individual must fill out a Protest Form (available from the intramural staff).
- 17.3)2. Step 2: If protest involves a collegiate, Olympic or professional athlete, the protesting team/individual must provide a copy of the current/former athlete's roster in which they participated.
- 17.3)3. Step 3: The Director of Recreational Services will oversee the protest procedure and all decisions will be made on a case by case basis.
- 17.3)4. Step 4: All regular season protests must be filed before 12pm the day following the game. During tournaments, any team protesting the eligibility of a player must do so by 12pm the day following their last tournament game.

Section 18: Sports and Leagues Offered

The following sports are offered at some point during the academic year (subject to change):

- Badminton (singles, doubles)
- Basketball (3v3)
- Basketball (5v5)
- Dodgeball
- Flag Football (4v4)
- Flag Football (7v7)
- Soccer (indoor)
- Soccer (outdoor)
- Softball
- Volleyball (indoor)
- Tennis (singles, doubles)

For all sports, men's, women's and coed leagues will be offered. For all leagues, a minimum of four teams must register for that league to come to fruition. All league champions will receive a T-shirt (see section 16.5 for details).

- 18.1) **Women's Leagues-** Any female student, faculty, or staff member, regardless of their skill level is eligible to participate in this league. Teams playing in this league will have a regular season followed by a single-elimination post-season.
- 18.2) **Men's Leagues-** Any male student, faculty, or staff member, regardless of their skill level is eligible to participate in this league. If a women's league for a sport cannot be generated, women's teams are allowed to compete in the men's league under the male rules and regulations. Individual female participants are allowed to compete on a men's team if they see fit, but may not compete on a men's and a women's team in the same sport. Teams playing in this league will have a regular season followed by a single-elimination post-season.
- 18.3) **Coeducational/Co-recreational Leagues-** All students, faculty and staff members, regardless of their skill level, are eligible to participate in this league. These leagues offer men and women with varying skill levels an opportunity to participate on the same team. If a women's league for a sport cannot be generated, women's teams are allowed to compete in the coed division under the coed rules and regulations. This league will have a regular season followed by a single elimination post-season.

Section 19: Protesting the calls of an Intramural Official or Scorekeeper

- 19.1) Protests which challenge the accuracy of a judgment call made by the intramural officials will not be accepted. Only protests based on rule interpretation that affect the outcome of the game will be accepted
- 19.2) Protesting the score of a game is accepted during the game but once the game is completed no protest may be made.
- 19.3) The team captain must make any protest involving rule interpretation to the intramural supervisor at the time of which the incident in question occurs. The protesting team will be asked to fill out a Protest Form. Once a situation has passed, however, it is no longer subject to change or protest.

Section 20: Participant & Spectator Designated Areas

People on site at intramural events will either be classified as a participant or spectator. Certain locations at intramural events will be designated for the participants. These may vary based on the sport. These "benches" will be limited to only participants on the team's roster. Spectators will not be allowed in these areas.

Spectators must remain in bleachers or on sidelines at all times. Unruly spectators can be asked to leave a sporting event by the intramural supervisor on duty, if warranted.

Section 21: Participant and Spectator Conduct during Intramural Activities

Conduct Agreement - Participants are required to sign a team roster form before playing in any intramural event and this "Release, Hold Harmless and Conduct Agreement" is used to educate and exemplify the policies of the program and should be seen as a contract between the participant and the intramural program to behave in an acceptable manner and to uphold the ideals of sportsmanship at all times.

Ejections - Be advised that when ejected, participants must leave the vicinity of the venue within 3 minutes of the ejection and are not allowed back on the premises until the events are completed for the day. Failure to abide by this policy will result in forfeiture of their team. It is the team captain's responsibility to remove this participant. If a captain is ejected, the team in question must elect a new captain for the remainder of that game and see to it that the ejected player leaves the vicinity.

Ejected participants are ineligible to play in any intramural event until they hold a meeting with the Director of Recreational Services to discuss the situation. During this meeting, they should conduct themselves in a professional and acceptable manner. The team on which the ejected participant played on is also suspended from play until this meeting takes place. If the ejected player fails to hold this meeting, their team will be removed from competition. It is the player and the team captain's responsibility to get this meeting scheduled in a timely manner.

During the meeting, the ejected participant will be given the chance to explain his/her behavior. The Director of Recreational Services will formulate a decision on the case based on the participant's behavior during the meeting. The participant may face a suspension. In severe situations, the case will be forwarded to the Center for Honor Enrichment and Community Standards.

The intramural staff reserves the right to eject any individual, team or spectator who interrupts the flow of a game in any manner. Ejections may occur before, during, or after any contest.

Suspensions - Participants may face suspension from The Freeman Center and other athletic venues and contests should an ejection occur. The Director of The Freeman Center or the Director of Athletics will consult on all matters regarding conduct issues in these facilities.

Section 22: Coaches

The intramural program does not recognize coaches. However, the act of coaching is not prohibited. Teams may coach themselves (the majority do) or be coached by a spectator. However, spectators wishing to “coach” a team must do so from the designated spectator areas. Spectators will not be allowed to coach from the participant’s designated area.

Section 23: Defaults & Forfeits – What Are They?

A default is an un-played game that is recorded as a loss but is not considered a forfeit. A team may receive one default per season if they are unable to attend a game. A second default will be considered a forfeit and that team will be dropped from further competition in that sport. **Teams will use up their default should they not attend the mandatory team captains meeting at the beginning of the season. For defaults, a \$5 fee will be charged towards the teams “forfeit fee” resulting in teams receiving back their fee in partial.** There are two ways a team may default a game:

- 22.1) Notify the intramural program assistant of the sport in which they play by 5pm, the business day before their scheduled contest that they cannot play the game.
- 22.1)1. A team arrives at the game site with at least one player. That player will need to sign in with the intramural supervisor to claim the default.

Forfeits

- 22.3) Each team is responsible for arriving at the playing area at least 15 minutes before game time and checking-in with the intramural staff.
- 22.4) The game clock will start promptly at the scheduled game time, regardless if teams are ready to play or not. The game will begin as a normal game would when the teams are ready to play.
- 22.5) If a team or contestant fails to be ready at the time the contest is scheduled, the intramural supervisor in charge shall declare the contest forfeited by that team.
- 22.6) The team receiving the win must fulfill the requirement for a legal team and may not elect to play the forfeited team.
- 22.7) Teams scheduled to play a team that has forfeited may use the venue for practice up until the start of the next game.
- 22.8.) Teams who forfeit a game for any reason will be dropped from the league and lose their “forfeit fee.” Individuals who play on a team that forfeits from competition (for whatever reason) will be deemed ineligible for that sport for the remainder of the season.

Section 24: Inclement Weather

- 25.1) During inclement weather, only the intramural staff may cancel games.
- 25.2) Teams should not assume the game will be canceled, as the weather is very unpredictable and decisions regarding play are made based on the weather conditions for each game.
- 25.3) Please check the website for updates when this occurs (recreation.cnu.edu).
- 25.4) Cancelled games during the regular season will not be rescheduled and both teams will receive a tie and full sportsmanship points.
- 25.5) Tournament games that are canceled will be rescheduled as soon as possible.
- 25.6) If the intramural staff hears thunder within 30 seconds of seeing lightning, games will be postponed for 30 minutes. All participants must leave the playing area and seek shelter until the staff deems the area safe for play.

Section 25: Reschedules

- 26.1) Teams may not petition to reschedule regular season games.
- 26.2) **Requesting a Reschedule of a Tournament Game:** If a CNU related conflict (academic, athletic, intramural, Greek or Student Organization commitment, etc.) occurs during a tournament the team captain must contact the intramural

program assistant for that sport at least 48 hours before their scheduled game time. The intramural program assistant will attempt to reschedule the game but the opposing team must agree to it. Due to facility availability and other considerations, requests cannot always be honored but attempts to accommodate will be made.

Section 26: Post-season Competition

All teams who meet the sportsmanship criteria, do not forfeit a game, and who have zero or one default during the regular season will qualify for the post-season tournament. Due to facility space issues and participation issues the size of many of the playoffs may be limited. If this occurs, only teams that achieve a winning percentage will be asked to compete in the playoffs (to be determined based on the number of teams).

- 27.1) **Post-season Seeding of Teams-** Teams will be seeded for the playoffs using the following formula:
 Teams will be seeded for the playoffs according to the strength of their playing schedule and their sportsmanship rating. Teams will receive points for each victory and lose points for each loss according to their opponent’s final winning percentage. Sportsmanship averages for each team will then be added to this total. Teams that finish the regular season with a perfect 5.0 sportsmanship average will receive an additional 3 point bonus. Teams who have a tie during regular season will get ‘0’ points toward determining their strength of schedule. This final point total will be their strength of schedule rating and will be used to determine their seed in the tournament. If final points tie exists, the following tie break method will be used: 1) head to head competition 2) sportsmanship average 3) winning percentage 4) coin toss. The following table will be used in seeding teams for the playoffs:

Opponent's final winning percentage	Points for a victory	Points for a loss
.000-.099	1	-9
.100-.199	1	-8
.200-.299	2	-7
.300-.399	3	-6
.400-.499	4	-5
.500-.599	5	-4
.600-.699	6	-3
.700-.799	7	-2
.800-.899	8	-1
.900-1.000	9	-1

Section 27: Championship Awards

The champion in all intramural events, in all leagues (men’s, women’s, coed) will receive a championship t-shirt. The distribution of t-shirts will be limited as listed in section 16.5. Teams who do not meet that maximum will only receive T-shirts for those on the team’s roster. Only participants listed on the roster may receive a championship t-shirt. **NO EXCEPTIONS!**

Section 28: Captains Cup – What is it?

Captains Cup is designed for any intramural team* who would like to enter! Teams will compete against each other over the course of the academic year in a points race. Any team who would like to compete in the competition may enter at the time of registration. The goal of the competition is to find out which intramural team made up of friends, roommates, or classmates is

the most successful in Intramural Sports based on the four criteria below:

Participation

Performance

Sportsmanship

Student Employment

*In order to accumulate points, teams must keep the same name throughout the academic year.