

Clarion University  
Campus Recreation



Intramural Sports Handbook  
2016-17

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## DIRECTORY

### Administration:

Kristian Taylor, Interim Director 814-393-1668  
Room 106, Student Recreation Center  
[ktaylor@clarion.edu](mailto:ktaylor@clarion.edu)

Robert Lawrence, Interim Coordinator of Recreational Services 814-393-1667  
Room 104, Student Recreation Center

### Facility:

Student Recreation Center  
104 Rec Center  
Clarion, PA 16214

### Links:

Intramurals:

<http://clarion.edu/student-life/health-fitness-and-wellness/intramurals/index.html>

Student Recreation Center:

<http://clarion.edu/student-life/health-fitness-and-wellness/fitness-and-recreation/>

### Social Media:

Follow us on Instagram, Twitter and Facebook!

#### Intramurals

Instagram:  
clarion\_intramurals

Twitter:  
@clarion\_IM

#### Rec Center

Twitter:  
@ClarionURec

Facebook:  
<https://www.facebook.com/cureccenter>

### **Program Overview:**

The Intramural Sports Program provides diverse opportunities for participants to compete in various skill levels against other students, faculty and staff members. These programs are structured recreational and competitive sports offered in individual and team programs regardless of athletic ability or preference. Games and leagues are generally played on campus or at nearby facilities.

Intramurals are structured for different skill levels and are conducted in a safe, supervised environment. You do not need to be an experienced athlete to participate! Intramural sports are a fun way to play, meet friends, learn new sports, test your physical ability, and relieve the stress of daily routine. We are a student organization dedicated to offering *you* a more rewarding collegiate experience.

The Intramural Sports Program is truly your program and welcomes your suggestions and comments regarding activities, facilities, and personnel. A determined effort is made to provide services which are responsive to your recreational interests. Intramural sports are open to all on-campus students, faculty and staff in structured opportunities of men's, women's and co-recreation programs.

### **Mission statement:**

The Clarion University Intramural Sports Program mission is to enhance the balance of academic life by engaging the university community in physical and wellness activities by offering the best collegiate recreation programs in a fun and learning setting. We are committed to enhancing the experience for our participants while fostering a safe and inclusive environment that promotes lifetime physical fitness, diversity, sportsmanship, leadership development, and an overall healthy, balanced lifestyle.

### **Vision Statement:**

Our vision is to provide students with a variety of recreational opportunities that allow them to become engaged in healthy competition while developing and maintaining character, integrity, social skills, and sportsmanship. We will continue to offer premier recreation and wellness programs to meet the needs of our highly active campus community.

### **Goals:**

- Build campus community
- Emphasize sportsmanship and the core values of Clarion University
- Nurture healthy competition, good judgment, fair play, teamwork, and leadership skills
- Provide activities in a safe and professionally supervised environment
- Establish a student-centered program that considers the needs and interests of all students
- Provide competitive play in clean, safe facilities

### **Intramural Staff:**

The Coordinator of Recreational Services or the Intramural Supervisor is the final authority during an intramural activity. The Coordinator along with the supervisor will be in charge of organizing the event, directing teams to proper fields and courts, and managing the contests so that good sportsmanship is practiced at all times.

Participants must realize that the game officials are the first source of ruling and information. The Coordinator or supervisor may only be consulted when interpretations or applications of the rules are in question. They will not overrule any judgment calls!

**The Coordinator and supervisor will use professional discretion when necessary to make appropriate decisions regarding these policies and guidelines and may intervene to stop play at any time. Situations such as disorderly conduct, abusive language and fighting are potentially dangerous and can lead to either the Coordinator or supervisor terminating the contest and assessing a forfeit to the team or removing a player from the sport and asking him/her to leave the facility.**

### **Intramural Supervisor:**

Administer program components relative to the safety & well-being of intramural sports participants, game preparation, official's training and supervision, and policies & procedures of the Intramural Program. The supervisor acts as final authority when the Coordinator is absent.

### **Officials:**

The Intramural Sports Official shall, to the best of their ability, officiate and/or keep accurate records and score of those contests sponsored by the Intramural Department, in accordance with the rules of the sport and the regulations of the department. The official is charged with the responsibility of maintaining orderly conduct on the court or field, to which they are assigned, and will perform other duties at the discretion of the Coordinator or supervisor on staff.

### **Student Employee Opportunities:**

The Intramural Department hires office staff employees, supervisors, officials, and scorekeepers. While most officials are student athletes provided by the Athletic Department, extra officials and scorekeepers are hired at various times throughout the year.

The **Intramural Supervisor** is hired as a regular work study and will generally work evenings helping with event facilitation of all intramural programs. This position requires basic sport knowledge with preference to someone with playing experience at any level.

All students interested are encouraged to apply for any position. The staff and supervisor position generally require 10-15 hrs/week; extra officials and scorekeepers are on a "as need" basis.

To apply, stop by the Student Recreation Center and ask for Kristian Taylor. Or, you may email your resume and desired position to [ktaylor@clarion.edu](mailto:ktaylor@clarion.edu). Please use "Intramural Employment" as your subject line.

## **Health and Safety:**

**The safety of all participants and staff is of the utmost importance and concern to the Intramural Sports Program.** To reduce hazards and prevent injury and accidents, specific policy and procedural guidelines are established such as specific rule modifications, equity in scheduling, quality personnel, player control, environmental and equipment checks, and signed acknowledgment of risk and waiver by ALL participants. Students are advised that participation in the intramural sports program involves physical risk. **Participation in intramural sports is a privilege, not a right; and is strictly voluntary.** Injuries and their resulting cost are the responsibility of the participant.

*Clarion University does not provide insurance for students who are involved in extracurricular activities, such as intramural events. The Department of Campus Recreation requires all intramural participants have adequate medical insurance coverage to be eligible to participate. In addition, the University strongly recommends that individuals have regular physical examinations before and during participation in Intramural Sports Programs, and avoid participation when they are feeling ill, are physically injured or have other harmful health conditions. The University assumes no responsibility for the health condition of participants.*

**Injury or Accident:** In case of injury or accident, an Accident Report form must be completed immediately by the intramural supervisor on duty

**First Aid:** Basic first aid for minor injuries and accidents is available at each activity site.

**Jewelry:** All earrings, bracelets, and necklaces need to be removed before participating in Intramural sports. If the earrings, bracelets or necklaces cannot be removed they need to be tapped down as best as possible.

**Risk/Waiver Form:** The complete form is attached on the next page. It is mandatory that all participants of any intramural activity sign and understand this form. Copies are made available in the Student Recreation Center at the front desk and on the intramural bulletin board.

**Shoe Policy:** All participants must wear proper shoes. Street shoes and open toe sandals are not allowed. The sole should be smooth or molded, non-marking, and non-abrasive. Cleats may be worn in flag football, ultimate frisbee, softball or soccer; however NO metal cleats or shoes similar to metal sole and heel plates will be allowed.

The Coordinator, supervisor or court/field officials have the authority to disallow any type of dangerous footwear. This could result in not being able to participate in that event/game.

**Blood Policy:** When an official observes a player who is bleeding, has an open wound, or has an excessive amount of blood on his or her clothing, the official will temporarily stop the game and the bleeding player must leave the game. Even a participant who has someone else's blood on their clothing will be removed from the game. A removed player is expected to receive appropriate treatment on the sidelines before returning to the game. The player involved shall not return until the bleeding has stopped, the open wound is covered, or the contaminated clothing is changed and disposed of properly. A player may only re-enter the game with the Coordinator, supervisor or official's permission.

# IM/REC REGISTRATION & WAIVER

Activity: \_\_\_\_\_ Circle: Men Women Co-Rec  
Team Name: \_\_\_\_\_ (We reserve the right to modify team names)

Please indicate any days (Monday – Thursday) that your team cannot play: \_\_\_\_\_

**NOTE:** Each person must sign this form, indicating they have read and understood the following waiver.

## ASSUMPTION OF RISK:

Clarion University of Pennsylvania assumes **NO LIABILITY** for accidents or injuries sustained while traveling to or from or participating in this activity. Yearly health examinations are strongly recommended. University policy *requires* that students have medical insurance coverage to be eligible for participation in university-sanctioned, sponsored, and/or approved activities. The assumption is that students who are participating in such activities are covered by medical insurance, and proof of this coverage can be produced upon the university’s request. By registering for Intramural Activities I certify that I am physically fit, have sufficiently prepared or trained for participation in this activity, and have not been advised against participating by a qualified medical professional. I certify there are no health-related reasons or problems which preclude my participation in the activity.

In consideration for being permitted to participate in this activity, I, for myself, my heirs, personal representatives or assigns, do hereby release, waive, discharge, and covenant not to sue Clarion University of Pennsylvania and the State System of Higher Education, part of the Commonwealth of Pennsylvania, and their officers, employees, volunteers and agents from liability for any and all claims including the negligence of Clarion University of Pennsylvania, its officers, employees, volunteers and agents, resulting in personal injury, accidents or illnesses, and property loss arising from, but not limited to, participation in this activity.

By registering for Intramural Activities each participant agrees to abide by the CUP Intramural Code of Conduct, and to participate in such a way as to promote the mission of the Intramural program. **FAILURE TO ABIDE BY THESE RULES MAY BE REASON FOR SUSPENSION FROM FURTHER ACTIVITIES.**

**Print Name:** \_\_\_\_\_ **Signature:** \_\_\_\_\_ **Phone #:** \_\_\_\_\_ **Email:** \_\_\_\_\_  
(Team Captain on line 1)

- 1 \_\_\_\_\_
- 2 \_\_\_\_\_
- 3 \_\_\_\_\_
- 4 \_\_\_\_\_
- 5 \_\_\_\_\_
- 6 \_\_\_\_\_
- 7 \_\_\_\_\_
- 8 \_\_\_\_\_
- 9 \_\_\_\_\_
- 10 \_\_\_\_\_

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**IMPORTANT: ID’s are mandatory to sign-in and play during games. If you do not have your ID with you, you cannot play. NO exceptions!**

### Captain's Role:

Team captains provide a very important link between teams and the Intramural Department. The successful flow of our program greatly depends on the abilities of the captains. This includes taking on the responsibility of both the administration of his/her team and the behavior of each and every team member on and off the playing field (team members also extend to include coaches and spectators). Team Captains' are responsible for understanding, and communicating to their teams, the policies that govern the Intramural Sports Programs, as well as, the specific rules that govern each sport. Having a good understanding of the program policies and sport rules will help facilitate and further aide a team's participation to be an enjoyable and worthwhile experience at Clarion University.

### Captain's Responsibility:

1. Review the Intramural Handbook and become familiar with all Intramural Policies and Procedures.
2. Turn in a complete entry form with team information and captain's complete contact information. Must have the minimum amount of required eligible participants.
3. Ensure that each player has signed his/her own name on the registration form.
4. Attend the appropriate Captain's Meeting for your team. **Note:** If your captain does not attend the mandatory team captain's meeting, your team will be left out of the schedule until the captain meets with the Coordinator.
5. Communicate all necessary information (basic rules and rule changes) to the team members.
6. Check schedules regularly for updates/changes in game times. All schedules will be posted inside the Student Recreation Center on the chalkboard, as well as Twitter and Instagram. Schedules may change at anytime at the discretion of the Coordinator.
7. Obtaining and communicating your team's playoff schedule after the completion of the last regular season game for that league.
8. Make sure that you know and thoroughly understand the rules of the sport you are participating in and informing your team members of ALL Intramural Policies and Rules.
9. Ensure that your team has at least the minimum number of eligible participants at least 10 minutes prior to the start of each game. **Game time is forfeit time!**
10. Ensure that everyone on your team is eligible to play. Ineligible players result in a forfeit.
11. Notify each team member that they must present a valid Student ID Card or Rec Center Membership ID (staff and faculty) before they can participate in any scheduled contest. **NO ID, NO PLAY, NO EXCEPTIONS!**
12. Make sure that all players have signed into the sign-in sheet for EVERY game. Discrepancies can lead to forfeits.
13. Respectfully present any questions, comments or concerns to the officials and supervisor that their team may have at any point during the game. ONLY the captain has the authority to discuss any issues with the Intramural staff, failure to respect this may result in lowering of sportsmanship.
14. Communicate with the Intramural staff of any roster changes. New additions MUST sign the waiver before participating. Failure results in a forfeit.
15. Maintain contact with the Intramural Office. The Intramural Office will communicate any pertinent information to team captains via email as a courtesy. This information can include such items as when schedules are posted, post-season tournament information, game cancellations, and additional game opportunities. Please note that all information distributed by the Intramural Office is merely a courtesy and it is solely the responsibility of the team captain to ensure they are receiving any and all emails and necessary information. Failure to receive an email does not excuse failure to adhere to any guidelines, deadlines, etc.

## INTRAMURAL PLAY

### **ID Policy:**

All players must present a valid Clarion University ID card in order to participate in an Intramural contest. Upon arrival prior to an intramural contest, all participants must sign in with the Intramurals staff and present their valid ID card for identification purposes and to be swiped in for participation. No other forms of identification will be accepted (ex. driver's license). Participants must present their ID card at **every** contest, even if they are already listed on the team roster. If a participant is listed on the roster, but does not have proper identification, he or she will **not** be allowed to participate in that contest. Please remember: NO ID CARD, NO PLAY, NO EXCEPTIONS!

For Staff, Faculty and Online Students: To be eligible to participate in any intramural activity it is mandatory to have a current Student Recreation Center membership (SRC). The card issued to you by the SRC staff must be valid and will allow you to properly check into intramural games. Special exceptions can be made (ex. if your current intramural league runs one week after your membership expires) at the discretion of the Coordinator. It is the duty of the participant to make arrangements.

Failure to Sign In: If at any time a team is found to have a player participating in the contest without having signed in on the official intramural game sheet, said team will be penalized based on the sport or forfeit the game. Team captains are ultimately responsible for ensuring that each of his/her teammates properly sign into contests before they participate. This policy is in place to ensure the intramural program always has an accurate record of who is participating and that participants are eligible.

### **Eligibility:**

Only Clarion University undergraduate and graduate students (who have paid the respective student usage fee) as well as faculty and staff are eligible to participate in intramural events. Online students, faculty and staff are required to purchase SRC memberships to be eligible. Memberships can be purchased at the SRC front desk and must be valid at the time of the intramural activity they wish to participate. **Volunteer staff members are ineligible to play.**

### **Restrictions:**

Varsity Athletes- All varsity athletes shall be ineligible to compete in their specific sport or associate sport. Should a varsity athlete be removed from varsity participation, he/she will remain ineligible in his/her specific sport or associate sport for one full year. Only one former varsity letter player is allowed per team roster in their respective sport. Varsity athletes are not allowed to participate if practicing and in their season. **The Intramural Department suggests all varsity players that want to participate in intramural competition check with their coaches.**

Sport Club Athletes- Current Sport Club athletes may participate in the same or related sport in which they participate as a Sport Club member, but only two (2) players are allowed per team roster. Sport Club members may participate in unrelated intramural sports without restriction.

### **Eligibility Violations:**

*Team Violations-* An individual's signing up on a team's roster and signing into an intramural game limits that individual's participation to that particular team within the specific league throughout the entire sport season. An individual who plays for a second team within the same league during that sport season will be declared ineligible and cannot continue to play for the original team or any other team for the remainder of the season. The second team for which the individual played for will be assessed a forfeit for any game the individual participated.

*Ineligible Players in a Contest:* If a team is found playing with an ineligible player (double rostered, varsity or club sport athlete, etc.) at any point during the season, that team will be charged with a forfeit. These consequences apply regardless of whether the violation is discovered during or after the contest. The Intramural Coordinator reserves the right to retroactively change the result of the game in which an ineligible player. All games played with an ineligible player will result in forfeit and possible exclusion from the post season playoffs.

*Participating Players Who Have Not Signed in to a Contest:* If during an intramural contest, an onsite Intramural staff member finds that a team is playing with more players than the number who signed in on the game sheet, the team will be penalized based on the sport or the game will be declared a forfeit. It is possible to have a double forfeit if both teams have players participating in the contest who did not sign in. Ultimately, the team captain is responsible for ensuring that all of players on his/her team sign in before participating in a contest.

This rule also includes players who have not signed onto a team's roster. Since captains can add players up to half way through the season, they must ensure all players have read and signed the team roster/waiver as well as sign into each individual game. Failure will result in a forfeit.

### **Team Registration/ Sign-up:**

Team captains can register a team via two different methods: online or by handing in a completed registration form into the SRC. A completed form must have the team name, captains first and last name, as well as an email address and phone number, and a list of participants. Registration forms without the captains contact information will not be accepted.

*Where/When:* Registration forms can be found online (coming soon), or on the Intramural Bulletin Board in the SRC. They can be handed in anytime during open registration for that sport at the front desk in the SRC or to the Coordinator. Forms will not be accepted after the registration due date. Due dates can be found online or on the info sheets provided on the bulletin board.

*Team Names:* The Intramural Sports Department reserves the right to change any team that is deemed potentially inappropriate or offensive. Any team name changed due to inappropriateness will have their new name be the full first and last name of the listed team captain.

### **Adding/ Removing Players from Roster:**

Only captains have the ability to add or remove players from their roster. The deadline for any additions or removals is mid-season. Please check with the Coordinator or Intramural Staff for mid-season deadlines as they can be different based on sport, participation and length of each individual league.

How: Captains may add or remove any player ONLY through the Coordinator. It is the captain's responsibility to contact the Coordinator and make any roster changes prior to playing with an ineligible player. Playing with a player not on the team registration form will result in a forfeit.

The team registration form acts as the official current roster. If adding a player exceeds the total amount of players allowed, the team captain must select another player to be removed. Once a player is removed from a roster they cannot be added on at a later date. It is the team captain's responsibility to ensure all additions to the roster have signed the waiver appropriately.

Important: When adding any player to your roster please make sure that player has not signed into or played in ANY game prior in the same league. This would mean playing for two different teams in a men's soccer league for example. Playing for different teams in men's and coed divisions is fine. If a team uses a player that previously signed into another game for another team, all games played with this player will result in a forfeit.

### **Individual/ Free Agent Signup:**

The Intramural Department offers and encourages free agent signups for every league or one day event offered. This signup is intended for students that do not have enough players to make a team but would like to participate. It is part of our mission to offer leagues for all Clarion students and we strongly encourage individuals to take advantage of this program. While the Intramural Department will do their best to find a team for individuals, these signups do not guarantee placement on a particular team.

How: Any individual may be put on the free agent list by two different methods. Firstly, you may email the Coordinator at [ktaylor@clarion.edu](mailto:ktaylor@clarion.edu) with your name, phone number, and what league you're interested in joining. Secondly, you may stop by the SRC and leave your information for the Coordinator.

The Coordinator will then search for a team for the individual – or – if there are enough free agent signups to make a whole team, the Coordinator will help put together a team for them.

### **League Play & Scheduling:**

Leagues are generally composed of different divisions of team competition including a regular season and a playoff tournament. Most leagues are offered in men's, women's and coed divisions. Special events or competitions usually range from one to several days long. Each league or special event has an open enrollment time followed by a registration deadline. It is the duty of the student or captain to hand in a completed registration form before all league deadlines for a chance to participate.

### **Divisions of Play:**

- Men's - Open to all male students, faculty, and staff members who meet the specific eligibility requirements of intramural play
- Women's - Open to all female students, faculty, and staff members who meet the specific eligibility requirements of intramural play

- Co-Rec - Open to all students, faculty, and staff members who meet the specific eligibility requirements of intramural play. Competition in this division usually consists of 50% male and 50% female participation
- Open- open to all students, faculty, and staff members who meet specific eligibility requirements of intramural play. Teams can be made up of any percent of male and female participants

While most leagues offer a men's, women's and coed divisions, special events can vary. Please contact the Coordinator with any questions of what divisions are offered for all leagues and events.

Scheduling: Scheduling is determined by a variety of factors including the number of teams involved, availability of facilities and the event's time frame. Depending on the type of activity or league, schedule formats may either be round robin followed by a single elimination tournament, or single or double elimination tournament.

Most leagues try and follow a round robin schedule (meaning every teams play each other once) if timing allows. Large leagues, such as 5v5 basketball, follow round robin scheduling until a specific deadline when playoffs need to be. This may result in some teams not competition against each other during the regular season.

When: All schedules are completed and available each Friday for the following week. Intramural league play generally runs Mon – Thur for all sports. Indoor league times are from 9-11pm and played in the SRC. Outdoor league times and locations may vary, as well as for special events. Schedules are posted on the IM blackboard in the SRC and uploaded to the IM Instagram and Twitter accounts. It is the captains and players responsibilities to know when their game times are. The Intramural Office will not email and notify teams individually of their scheduled times (both league and tournament play).

Rescheduling: Games that are not affected by weather or other unforeseeable conditions **will not be** rescheduled. Teams/Captains should not contact the Intramural Office requesting a game to be rescheduled, especially if it was forfeited. Every effort will be made to reschedule postponed and/or suspended games. Rescheduling is not guaranteed for league play and will depend on the availability of facilities and time remaining before playoffs. Reasonable accommodations for the teams affected will be made during this process, but teams should understand that time and facility availability will limit the options for reschedules. Most of the time, rescheduled games will not correspond with the teams' original game days/times.

Game Check-in: It is part of the captains and players responsibility to check-in to EVERY game during the regular season and tournament play for all leagues and special events. In league play, each team has a specific check-in sheet where they will write their names and show their ID's. For special events, there is usually one check-in sheet for all participants to both write their names and show ID's. Failure to check-in properly can result in penalized actions or forfeit.

### **Postseason/ Playoffs:**

At the conclusion of the regular season, teams may advance to a postseason playoff tournament. Depending on the sport, facility space and amount of time available, playoff tournaments may be limited to a certain number of teams. The Intramural Office generally tries to create tournament brackets that allow all teams to play (excluding any teams dismissed from the league). The Playoff games can be any day and generally correspond with the timing of regular season games (9-11pm for indoor sports). **Teams wishing to not be placed in a postseason playoff bracket should contact the Intramural Office prior to the end of the regular season. This will avoid a forfeit or default once the playoff schedule has been published.**

\*The majority of tournaments are based on single elimination play. Teams in any league may request double elimination or different playoff types to the Intramural Office. Switching from single elimination to another playoff type will require general majority vote (from teams) and an allowable timeframe determined by the Coordinator. The Coordinator will have final decision.

*Playoff Seeding:* Seeding will be based on teams' regular season win-loss records, with winning percentage being used if teams do not have an equal number of regular season games. Tie-breakers exist if teams share the same record or winning percentage are followed as listed:

1. Head to Head
2. Opponents' W-L percentage (strength of schedule)
3. Point/Run Differential (per game avg.)
4. Coin Flip

Brackets are made available for all teams and are posted on the blackboard in the SRC as well uploaded to the IM Instagram and Twitter pages. Brackets include seeding, times and day of games.

### **Defaults & Forfeits:**

*Defaults:* If a team or individual knows that they will not be able to attend a specific game, a team/individual can avoid forfeiting the game by emailing the Coordinator by noon (12pm) on the day of scheduled game. It is the team's responsibility to inform the Coordinator if they plan on defaulting. If the team does not email by the time allotted, and/or the team does not have enough people present to field a team, this will then be a forfeit. This rule applies to both regular season and tournament contests.

Defaults will not result in a loss if a substitute team can be found or the opposing team captain accepts the cancellation of the game. If a substitute team cannot be found or the opposing captain wishes to play the scheduled game, the defaulting team will take a loss.

Each team has one default allotted per season. Any additional default after the first will be considered a forfeit and the forfeiture rules will apply.

### *Forfeits:*

Forfeits can be assessed to teams/individuals for the following reasons:

- Not having enough players present to start a game
- Having one or more ineligible players participating in the game
- Having one or more players participating in the game that have not properly signed in
- Unacceptable sportsmanship/behavior that results in early game termination

- At the discretion of the Assistant Director in situations where the team captain or any member of the team is at fault for a rule or policy violation

**Game time is forfeit time!** Any teams/individuals not present at the scheduled start time of their game/event will forfeit that contest. Certain sports require a minimum number of players to start a contest (i.e. 5v5 basketball). If teams do not have the minimum amount, it will result in a forfeit.

Teams/individuals that have the minimum amount but are not all signed in properly at the start of the contest will still be allowed to play. However, the clock will start at the proper game start time, the late team/individual may be subject to penalty, and the opposing team will automatically get choice of possession or field (depending on sport).

Any team/individual with two forfeits (due to any reason) in the same league will be dismissed from the league and ineligible for the playoffs. Teams/individuals dismissed from a league due to forfeit will not be notified by the Intramural Office. They will simply see their names crossed out in the schedules. No protests for reentry are accepted because of forfeits.

### **Rules & Regulations:**

Comprehensive and quick rules are available for all sports to all participants. Comprehensive rules are a detailed list of each individual rule. In some cases the rules guide may direct you to existing league rules such as NCAA basketball rules that then use intramural modifications. Quick rules list a quick rundown of general gameplay rules and specific intramural modifications (special changes). Quick rules leave out general knowledge rules to individual sports (such as a walking violation in basketball).

Players and teams may access all rules on the website (coming soon) or request rules for a specific sport via email to the Coordinator at [ktaylor@clarion.edu](mailto:ktaylor@clarion.edu). Quick rules are handed out to captains during team captain meetings and are available during gameplay for all leagues and events.

### **Inclement Weather:**

The Intramural Office reserves the right to cancel intramural activities in the case of inclement weather. Information regarding cancellations will be relayed to captains either by email or text message to the number provided on the registration form. It is the captain's responsibility to inform all of his/her players of any cancellations. As a courtesy, weather cancellations are also posted to the intramural Instagram and Twitter accounts for all. Unless teams have received an explicit cancellation message in regard to their sport via email, text, or IM social media pages, teams/players should assume that all intramural contests will play as scheduled.

*During Competition:* The weather will often become worse during the course of the evening. Captains and participants who play later in the evening should check their email and IM social media pages often for up to the minute updates. Additionally, intramural staff or the Coordinator who observe worsening or unsafe weather conditions have the right to stop game play, including ongoing games, in order to ensure the safety of all intramural participants.

In the event an intramural contest is postponed due to weather or facility problems, it is not guaranteed that game will be rescheduled. The Intramural Office will do their best to reschedule games based on time and facility availability. \*If the first half of a game was complete at the time the contest was

stopped, the game result will be considered official and count towards each team's record. In the event that the first half was complete, but the contest was tied, an overtime period will be scheduled to determine a winner. If the first half of the game was not completed when the contest was stopped, the game will be rescheduled and started over from the beginning on the reschedule date. This policy applies to regular season games as well as playoff games. Rescheduling information will typically be posted along with the regular schedule on Friday's unless it is a playoff game. Rescheduled playoff game times will be emailed to team captains.

## **CONDUCT**

### **Code of Conduct:**

All students, faculty or staff playing an Intramural Sports activity are expected to adhere to the schedule, rules, policies and procedures for the activity. All participants are expected to exhibit good sportsmanship and fair play. Remember that it's a PRIVILEGE to participate in Intramural Sports activities and this privilege can be revoked.

The Student Rights, Regulations, and Procedures Handbook may be found at [www.clarion.edu/studentrights](http://www.clarion.edu/studentrights) which does have specific regulations and prohibitions regarding striking or shoving others, disorderly conduct, bullying and intimidation, and other behaviors which are not condoned. It is the responsibility of participants to understand these behavioral obligations. 'Not knowing' a policy exists is not an excusable reason for a violation.

### **Responsibilities of Participants and Spectators:**

It is the responsibility of each participant to be knowledgeable of all intramural rules and policies. Every participant is reminded that participating in the intramural program is a privilege.

- Each participant is responsible for their own conduct.
- Participants must behave in a sportsmanlike manner. *See Sportsmanship Policy*
- Participants are responsible for knowing their own eligibility status at all times.
- Individuals who violate SRC rules, intramural rules and policies, abuse the equipment or facility, or behave in an unsportsmanlike manner are subject to losing their privileges to participate in the intramural program and the use of the Student Recreation Center.

It is also the responsibility of all spectators to be knowledgeable of all intramural rules and policies. You are to be reminded that these are intramural games played between students, faculty and staff; not varsity (or higher) level of competition. Participants and spectators may be penalized for:

- Disrespectfully addressing an official or IM staff member
- Questioning the official's judgment or decisions
- Showing disgust with official's decisions
- Using profane or insulting language or gestures
- Baiting or taunting players of the opposing team
- Disrupting the game so that it may not be continued in an orderly fashion

Spectators violating any SRC or intramural policies may be asked to leave the SRC by the IM staff or Coordinator. Any spectator asked to leave the facility will have two (2) minutes to exit before Campus Police are called. Any spectator asked to leave may have to meet with the Coordinator and/or Director for Wellness before readmitted back into the SRC.

### **Sportsmanship:**

Sportsmanship, civility and conduct of participants and students are an essential focus of the Intramural Department. While the game atmosphere is often competitive, ensuring participant safety, providing a fun, social atmosphere and promoting sportsmanlike behavior among participants and team followers are of primary concern. The game atmosphere should remain good-natured at all times and participants shall maintain good sportsmanship throughout their participation in all facets of the Intramural Program.

Sportsmanship encompasses how teams and individual participants carry themselves on the field/court and sidelines throughout the course of the game – how teams interact with each other, with the officials, and with the game staff. A true measure of one’s character is how they respond to adversity. In sports, there is always a winner and a loser. Officials make judgment calls in good faith and those decisions must be abided by. While all officials strive to get every call right, inevitably calls will be missed – whether in perception or actuality. Many sources of frustration for participants result from a lack of knowledge of the rules. Each team captain and participant should take personal responsibility to become educated of intramural policies and sport rules.

Teams, players, captains and/or spectators found in violation on the Sportsmanship Policy are subject to disciplinary action by the Intramural Department and possibly the Office of Judicial Affairs. **Individuals and teams do not need to be ejected from an intramural game to receive disciplinary sanctions.**

### **Sportsmanship Code:**

All participants, by signing up for intramural activities, agree to the following Sportsmanship Code:

- Participants agree to treat all persons involved in or associated with their intramural games (including the Intramural Department and its staff) with dignity and respect. Participants expect to be treated in the same manner.
- Participants agree to not use profanity, make disrespectful gestures or comments, or fight.
- Participants agree to let their captain calmly and respectfully discuss any questions or problems concerning the game being played, keeping in mind that the official and Coordinator are the final authority on the playing field or court.
- Participants will compete in a fair manner and within the intent and integrity of the rules.
- Participants agree to actively discourage unsportsmanlike conduct by any other participant(s) and/or spectator(s).
- Participants agree to follow all guidelines and policies established

### **Team Sportsmanship Ratings:**

Intramural officials and supervisors will give sportsmanship ratings to teams after each contest. These ratings will reflect behavior before, during and after the contest.

\*In order for a team to qualify for the playoffs they must have the required win-loss record (some leagues may not require specific records), less than two forfeits and a "3" or better average sportsmanship rating during regular season play.

Sportsmanship ratings will be graded on a 4 to 0 scale based on the following criteria:

- **Rating 4:** Excellent conduct & sportsmanship: Team members cooperate with officials and opposing team. Captain calmly converses with officials about interpretations and calls. The captain has complete control of teammates.
- **Rating 3:** Good Conduct & Sportsmanship: Team members verbally complain about some decisions made by officials and/or show minor dissension, which do not merit an unsportsmanlike conduct penalty.
- **Rating 2:** Average conduct & sportsmanship: Team shows verbal dissent towards officials and/or opponents which may or may not merit a technical foul or unsportsmanlike conduct penalty. Captain exhibits minor control over teammates but is in control of him/herself. Teams that receive one unsportsmanlike conduct penalty may receive no higher than a "2" rating.
- **Rating 1:** Poor conduct & sportsmanship: Team is completely uncooperative. Captain/manager has no control over teammates or himself. Team maintains no respect for officials and/or opponents and displays disregard for the safety and well-being of participants and staff.
- **Rating 0:** Unsportsmanlike conduct: Any team causing a game to be forfeited, other than by not showing, or receives one or more ejection.

### **Regular Season Sportsmanship:**

Teams that receive a rating of 1.0 or lower for any game during the regular season must meet with the Coordinator to be eligible to play in their next contest. If a team receives a second 1.0 or below rating in the same sport they will be subject to immediate dismissal from the league. Teams that receive a "0" rating are subject to immediate dismissal from the league. Teams should stay at or above a 3.0 rating throughout the regular season to be considered in good standing.

Players who are ejected from any game for any reason must meet with the Coordinator before playing in another scheduled game. Players who receive two technical fouls/unsportsmanlike marks must also meet with the Coordinator before playing in another scheduled games. The Coordinator also reserves the right to call a meeting with any player if he/she sees inappropriate behavior missed by the intramural staff. It is to the discretion of the Coordinator to allow or disallow any continued play.

### **Playoff/Tournament Sportsmanship:**

Teams must maintain at 3.0 or higher regular season sportsmanship rating to be eligible for the playoffs. Teams must also maintain a 3.0 or higher sportsmanship rating throughout the playoffs. Dipping below a total combined (regular and postseason) 3.0 rating may result in disqualification from the playoffs.

A winning team which receives a sportsmanship rating of "1.0" to "2.4" in a play-off game is subject to dismissal from further tournament play and should be prepared to appeal to the Coordinator on the next business day to remain in the tournament. If the team is allowed to advance, it must receive a

sportsmanship rating of “3.0” or higher in all remaining play-off games. A team which receives a Sportsmanship Rating of below “2.0” in their final playoff game is subject to further disciplinary action as a team in subsequent sports, as individuals or to the team captain. \*Any team that is disqualified from a play-off game is subject to further disciplinary action as a team in subsequent sports, as individuals when appropriate, or to the team captain.

**It is the responsibility of the captain to know their team’s sportsmanship average at all times.**

**Ejections & Suspensions:**

Participants and spectators that choose to exhibit unsportsmanlike behavior before, during, or after a contest, directed toward an opponent, official or intramural staff member may be ejected. An official, intramural staff member or Coordinator may administer the ejection. Examples of unsportsmanlike conduct which will result in ejection include, but are not limited to, the use of profanity, vulgar and abusive language, disrespect towards any official or intramural staff member, unnecessary roughness, excessive technical fouls, flagrant actions toward an opponent, flagrant actions toward an official, and fighting or inciting a fight.

*Ejections:* Any person/participant who is ejected from a game as a result of unsportsmanlike conduct is required to leave the confines of the playing area within two (2) minutes. Ejected players must leave sight and sound of the facility. The ejected participant may NOT stay after games or activities to wait for teammates, get a ride, etc. It is their responsibility to leave the area completely regardless of status. Failure to comply with ejection terms will result in the immediate call to Public Safety and immediate suspension from all Intramural Sports activities.

*Suspensions:* Any player, coach, or spectator who is ejected from an Intramural Sports contest as a result of unsportsmanlike conduct will be automatically suspended from all further intramural activities until officially reinstated. Ejected individuals and team captains are required to meet with the Coordinator to discuss the incident prior to reinstatement. Depending on the seriousness of the ejection and cause for, the individual may have to meet with the Director of Wellness and/or Judicial Affairs. Additionally, a player who accumulates three unsportsmanlike penalties during the course of an academic school year (regardless of sport) will also be automatically suspended from all further intramural activities and must meet with the Coordinator to discuss the player’s behavior.

*Minimum Suspension & Extent:* After meeting with the Coordinator and/or Director of Wellness, ejected players will be required to serve a mandatory minimum one-game suspension. Depending on the severity of the incident, this suspension may be lengthened and include loss of recreational privileges at the SRC and other Campus Recreation sponsored activities and possible referral to the Office of Judicial Affairs. Suspensions can extend to, and include, a lifetime ban from the SRC and all Campus Recreation activities!

*Reinstatement:* Based on the severity of the ejections, the length of each suspension will be determined by the Coordinator and the Center for Wellness. Suspensions also require different methods for reinstatement and can change at the discretion of the Coordinator. In minor cases there may be no additional actions needed after a meeting with the Coordinator. In more severe cases, and not limited to, a letter of reinstatement, additional meetings, and/or a presentation may be mandatory for full reinstatement into the Intramural and Campus Recreation Programs.

**Appeals:** Students receiving disciplinary sanctions have the right to appeal. Appeals must be made in writing to the Director of Wellness within 48 hours of receiving notice of the sanction. In the event that the Director of Wellness issued the sanction, any appeal should be made to the Director of Judicial Affairs.

Information related to appeals procedure, and/or the student conduct process in general are encouraged to visit [www.clarion.edu/studentrights](http://www.clarion.edu/studentrights) for more information.

**Reserve Clause:**

The Intramural Department reserves the right to change and amend any policy or rule as seen necessary. Influencing factors may include participant safety, program needs and incidents that are uncontrollable by nature. The Intramural Department also reserves the right to rule and make judgments on all interpretations pertaining to Intramural Sports rules, regulations, eligibility and disciplinary action. The decision of the department is final.



Intramural Sports Handbook  
2016-17