

Intramural Sports

2013-14 POLICIES AND PROCEDURES

Section 1: Eligibility

Article 1: To Be Eligible

A participant may be an UL student taking a minimum of two credit hours. The Department of Recreational Sports defines a student as any individual who is currently enrolled at The University of Louisiana at Lafayette.

Article 2: Professional Athlete Rule

Professional athletes, current or former, may not participate in their respective or alike intramural sport, activity, or event. A professional athlete is defined as a person who has been paid to participate in a sport, under contract with a professional team, included on a professional team roster, practiced with a professional team, and/or compensated for trying out for a team.

Article 3: Intercollegiate Athlete Rule

Intercollegiate athletes are not eligible to participate in their respective or alike intramural sport, activity, or event until a period of one year has passed following completion of all activities for the Department of Athletics. After the period has passed, former intercollegiate athletes must participate at the highest level of competition offered in their respective sport. Intercollegiate athletes are defined as individuals who are practicing with or competing with a team recognized by the Department of Athletics as a varsity sport. Included in this rule are red-shirt athletes and practicing proposition 48 athletes. Intercollegiate athletes may participate in intramural sports programs other than their intercollegiate sport.

Article 4: Sport Club Athlete Rule

No more than four members of a club team may participate for the same team in their respective or alike intramural sport, activity, or event. Sport club members must participate at the highest level of competition offered in their respective sport. A sport club member is defined as an individual who has practiced or played in contest for a registered sport club during the academic year.

Article 5: CajunCard Policy

To participate in any intramural sport, event, or activity, all participants must show a valid UL issued photograph identification card. A valid UL identification card must include the following information and be clearly visible to be considered valid: the individual's name, photograph, and ID number. Identification cards that do not have one or more of these requirements will not be accepted and the individual will not be allowed to play.

Misuse of an identification card (borrowing, lending, counterfeiting, altering, etc.) is a violation of The University of Louisiana at Lafayette Recreation Department. The card will be confiscated and the individual attempting to use the card will be ineligible to participate. If the card belongs to another student, the student must meet with a professional staff member to regain possession of their Cajun card. This misuse of a Cajun card will also count as an ejection toward the team, thus lowering their sportsmanship rating to a "C." If two players attempt to misuse an identification card, the game will result in a forfeit.

In special cases a student may get approval to play without their UL id, but must receive written approval from the Intramural Coordinator prior to the game.

Article 6: Number of Teams

Male participants may play on:

- 1 Men's Team (A or B) or Fraternity Team
- 1 Co-Rec Team

Female participants may play on

- 1 Women's Team or Sorority Team
- 1 Co-Rec Team

Article 7: Gender Restriction

In activities with separate divisions for men's and women's competition, no person may participate in a division of the opposite gender. When an activity is not offered to both men and women (in separate divisions) or there is not enough of one gender to form a league, that gender will have the opportunity to compete with opposite gender.

Article 8: Illegal Participation

Teams found to have participants not following the above eligibility policies may have games forfeited to its opponent regardless to the actual outcome. The participants in question may be suspended from that specific team or all intramural activities for any length of time deemed appropriate. Participation is defined as the individual's name appearing on the roster, and/or stepping onto the field of play for any period of time during game play. The recreation sports office reserves the right to investigate the eligibility of any participant at any time. It is not necessary for a team to file a formal protest in order for a player to be ruled ineligible.

NOTE: Captains that believe the opposing team has ineligible players are highly encouraged to file a formal protest. Refer to Section 10: Protests Your help in making our intramural sports program as fair as possible is greatly appreciated, and your formal protest assists the intramural sports staff in providing you a fair and safe opportunity.

Section 2: Captain's Responsibilities

Article 1: Team Captain

When registering for a team sport, a captain must be designated to the intramural sports staff. This person will be the main contact between the intramural sports program and the team.

Article 2: Responsibilities

The team captain is a vital link between the individuals participating in a sport and the intramural sports staff. For this reason, any person assuming the role of a team captain has a number of responsibilities he or she is obligated to. The captain is responsible for:

- Knowing that all team members are eligible to play in intramural contest. This not only includes whether or not they are an eligible student or faculty/staff member at ULL, but also having full knowledge that each member is playing on a legal number of teams
- Inviting all teammates to join their team through the intramural sports online registration and management system at imleagues.com
- Ensuring that all teammates are on the team roster before playoffs start.
- Informing all players of the game time and location, including checking playoff schedules the first day of posting and every day following competition
- Requiring all team members to present a valid UL Cajun card to the start of every game. IDs are required at all intramural events and must be presented each time an individual plans to participate in an event.
- Representing each member of their team and being the only participant to discuss rule interpretations and calls with game officials
- Filing all protests, officials' evaluations, etc., with the intramural sports staff on time
- Knowing all scheduled meetings, rules, policies, and procedures of the intramural sports program and passing this information along to all team members
- Assisting the intramural sports staff with implementing the sportsmanship policy to all team members.
- Arriving at the game site at least 15 minutes prior to the start of every contest to be sure all teammates are checked in
- Communicating with the intramural sports staff and professional staff throughout the season about any problems or concerns that may be occurring at the site. This includes frequently checking and responding to emails sent by the intramural sports staff.
- Cooperating with the intramural staff at the game site concerning any protests, incidents, or accidents that may occur and with the intramural sports staff the day following such occurrences

Article 3: Inclement Weather Situations

Intramural activities are subject to cancelation due to poor weather and/or field conditions. The decision to cancel games will be relayed to the team's captain hours before the start of the first game. Intramural office will contact each captain by email/text message. It is the responsibility of the captain to relay the message to his/her team.

Article 5: Rules and Eligibility Protests

All protests must be filed at the time of the incident in question by the team captain. Sports may have a specific set of rules regarding when a protest may be filed.

Section 3: Participant Responsibilities

Article 1: Responsibilities

The intramural sports staff is proud to offer a variety of activities for the UL faculty and students. However, each student participating in an intramural event assumes responsibilities as an individual participant. Participants are responsible for:

- Creating an account with the intramural online registration system, imleagues.com
- Joining your team roster the week before the playoffs start
- Knowing their team's game time and location
- Signing the waiver if not registered on imleagues.com (during the regular season)
- Arriving at the site at least 15 minutes prior to the start of every contest to make sure that his or her name is properly recorded on the scorecard
- Bringing a valid UL Cajun card to all intramural sport competitions. IDs are required at all intramural events and must be presented each time an individual plans to participate in an event
- Being familiar with all the rules, schedules, policy, and procedures including sportsmanship and eligibility policies of the intramural sports program
- Cooperating before, during, and after completion with intramural sports staff on site

Article 2: Participant Safety and Injuries

The possibility of injury exists in all sports. The Department of Recreational Sports assumes no responsibility for injuries. However, basic first aid will be available at game sites. All participants acknowledge an assumption of risk by their voluntary participation in intramural activities. All participants must sign the Waiver Form prior to participating in any intramural activity. When a participant is bleeding, has an open wound, or has blood on his or her uniform, the player will be directed to leave the game. The injured player may not return to the game until the bleeding has stopped, the open wound covered, and/or the bloody uniform is changed. The game may continue play without the injured player at the discretion of the intramural sports staff.

Section 4: League Definitions

Article 1: Team Sports

Intramural sports provide competitive and recreational participation. The levels of play vary with each sport. All leagues play regular-season games and teams must qualify for playoffs.

The levels commonly offered by the intramural sports program include:

Men's A or B

This league is designed for males only. The "A" division is considered to be more competitive and designed for more talented, experience athletes. The "B" division is more recreational and encompasses athletes of all skill levels and experience.

Women's A or B

This league is designed for females only. The "A" division is considered to be more competitive and designed for more talented, experienced athletes. The "B" division is more recreational and encompasses athletes of all skill levels and experience.

CoRec

This league is designed for teams consisting of both male and female participants. These leagues have a gender ratio requirement of males and females.

Fraternity

This league is designed for the participants who are current members of fraternities recognized by the university only.

Sorority

This league is designed for the participants who are current members of sororities recognized by the university only.

Team captains are responsible for ensuring their team members follow all eligibility requirements.

Section 5: Registration Information

Article 1: General Information

Intramural sports registration will take place throughout the semester based on when each sport begins. Register by visiting imleagues.com. Participants can find complete details on how to register your team and create an imleagues.com account. Participants are responsible for checking the intramural sports website for complete details, including times and locations.

Article 2: How to Register for Intramural Sports

All participants are required to create an account with IMLeagues.com. Note: [IMLeagues](http://IMLeagues.com) offers a live support button in the top right corner of all pages. Use this button if you encounter any difficulties, you may also contact the Recreational Sports office from 9 a.m. - 6 p.m. Monday through Friday.

1. Go to imleagues.com and click Create Account. This will bring you to the registration form.
2. Enter your information, and use your school email, and submit.
3. You will be sent an activation email. Click the link in the email to login and activate your imleagues.com account.
4. You should be automatically joined to your school – if not, you can search schools by clicking the "Schools" link.

To Register

- Log in to your imleagues.com
- Click the create/join team button at the top right of your user homepage.
- The current sports will be displayed; click on the league/division you wish to play.
- Click the orange create your team button and follow instructions.
- Once you create your team, invite members to join by clicking the invite member's link on the team page. Any invited member must accept the invitation to be joined to your team.

To Join a Team

- Two Options
 - Accept an invitation from a captain.
 - Find the team and captain name on division/league page and request to join.

No Team, No Problem (Individual Registration)

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

NOTE: Check the intramural sports website for registration information for each specific sport

Section 6: Rosters

Article 1: Creating a Team Roster

All team rosters must be created in the intramural sports online registration system, imleagues.com. The captain must invite eligible individuals to join through the website. All roster additions must be completed prior to the week before the start of the playoffs.

If an individual's name, ID number, or photograph are indecipherable or faded out on their UL ID, that individual will not be eligible to participate.

Article 2: Playoff Rosters

All rosters are locked the Friday before Playoff's start. Additions may be made once playoffs begin, but captains will need to set up a meeting with the Intramural Coordinator to explain the situation. An email or phone call is not acceptable as a "meeting".

The intramural sports program reserves the right to investigate the eligibility of teams and players. These investigations may result in forfeiture, probation, and/or suspension. Teams must follow the eligibility requirements stated in this handbook.

Section 7: Defaults and Forfeits

Article 1: Default

Any team knowing in advance that they will be unable to play a regularly scheduled contest is provided the opportunity to default the contest. This will result in the team receiving a loss and “A” sportsmanship rating for the contest.

Article 2: Forfeit

A forfeited game will be marked as a forfeit in the team standings and the team will receive a “1” sportsmanship rating for the contest. There are three situations that will result in a forfeit:

- Not Enough Players – Team does not have the required number of players to participate at game time.
- Eligibility – One or more of the players participating is ineligible and therefore may not participate. Ineligibility may be due to the player misusing an ID, being a roster violator, being previously ejected, ruled ineligible for sportsmanship-related issues, etc.
- Sportsmanship – Game is ended by staff for sportsmanship-related issues.

Article 3: Forfeit Policy

If a team does not have enough players the captain of the team with a full team will have the option to give the other team a 10 minute grace period. Each sport has a different forfeit policy and penalty for being late. A late team will automatically be dropped to a “3” sportsmanship rating. Please see the sport specific rules to learn the forfeit policy for that sport. Failure to arrive and check in before 10 minutes past game time will result in the intramural supervisor declaring the game forfeited. If both teams fail to appear, a double forfeit will be declared; the game will not be rescheduled. Each sport requires a specific number of participants to begin a game. It is the captain’s responsibility to be at the game site on time with the minimum number of players required to play.

Article 4: Winning by Default or Forfeit

If the opposing team has defaulted or forfeited, the winning team will receive a “4” sportsmanship rating and the contest will be marked as a win in the team standings.

Section 8: Sportsmanship

Article 1: Captains

The team captain is responsible for the actions of his or her team and their spectators. Additionally, the captain will ensure that his or her team is familiar with the rules of play and intramural sports policies and procedures contained in this handbook. Sportsmanship is a vital component for success in every intramural sports contest. Participants and spectators are expected to display good sportsmanship toward opponents and the intramural sports staff at all times.

Article 2: Unsportsmanlike Conduct

Participants and spectators shall not commit acts of unsportsmanlike conduct. This includes, but is not limited to, arguments with staff, flagrant fouling, fighting, etc. before, during or after a contest. No player or team shall:

- Use foul or derogatory language, threaten, or verbally abuse any other participant or intramural sports employee before, during, or after the game
- Participate in a game for which he or she is ineligible
- Argue or talk back to the intramural sports staff. Only the captain should address an official, and only if done so in a courteous manner.
- Intentionally strike, push, trip, or flagrantly foul another participant, spectator, or intramural sports employee
- Mistreat the facility, equipment, or supplies of the Department of Recreational Sports.
- Attempt to sign in using another person's UL ID.

Article 3: Individual Sportsmanship – Definitions

Any participant unprofessional conduct will be issued either a conduct warning or ejection by the game officials or intramural supervisors. These conduct warnings or ejections are classified differently in each sport. The following are examples:

Soccer

- One conduct yellow card – Conduct warning
- Two yellow cards or one red card – Ejection

Basketball

- One conduct technical foul – Conduct warning
- Two technical fouls or one flagrant foul – Ejection

Flag football

- One unprofessional conduct penalty – Conduct warning
- Two unprofessional conduct penalties – Ejection

Sports Without Level of Sportsmanship Penalties

- Verbal warning resulting in incident report – Conduct warning
- Ejection of participant with/out warning – Ejection

Article 4: Individual Sportsmanship – Discipline

The intramural sports program reserves the right to apply any suspension deemed appropriate for each incident that occurs. All participants ejected from a game, regardless of the reason, are required to meet with a professional staff member. Disciplinary action will be assessed at this time. All participants ejected from a game will be automatically suspended from ALL Intramural programs until he/she meets with professional staff.

The minimum suspension for an ejected participant is one game from the time of the meeting with professional staff; however, a longer suspension may be given should the situation dictate. Severe cases will result in referral to the Office of Student Conduct.

Article 5: Team Sportsmanship Rating System

The intramural sports department has developed the Sportsmanship Rating System with the purpose of making each individual participant responsible for his or her actions while participating in any intramural sport, activity, or event. The rating system is similar to a GPA system and based on the following criteria:

"A" - Excellent Conduct and Sportsmanship: Players cooperate fully with the officials and opposing team members. If necessary, the captain converses calmly with officials about rule interpretations and calls. (4 Points)

"B" - Average Conduct and Sportsmanship: Team members verbally complain about some decisions made by the officials and/or show minor dissension, which may or may not merit a conduct warning. Teams receiving one conduct warning will receive no higher than a "B" rating. (3 Points)

"C" – Poor Conduct and Sportsmanship: Team constantly comments to the officials and/or the opposing team from the field/court and/or sidelines. The team captain exhibits little or no control over teammates or him/herself. Teams receiving one ejection or two conduct warnings will receive no higher than a "C" rating. (2 Points)

"D" - Deplorable Conduct and Sportsmanship: Team constantly comments to the officials and/or the opposing team from the field/court and/or sidelines. The team captain exhibits little or no control over teammates or him/herself. Teams receiving one ejection and one conduct warning will receive no higher than a "D" rating. (1 Point)

"F" – Intolerable Conduct and Sportsmanship: Team is completely uncooperative. Captain has no control over teammates and/or him/herself. Any team that receives three conduct warnings or two ejections will receive an "F" rating and the game will be forfeited. (0 Points)

NOTES: The intramural sports staff reserves the right to lower a team's sportsmanship rating based on the severity of the conduct warning or ejection.

Any team receiving an "F" rating must have its team captain meet with a member of the professional staff the following day to determine their team's eligibility to play their next contest. They will not be allowed to play until a meeting has taken place.

Each individual participating on a team should choose his or her team members carefully, as all team members will suffer the consequences of any disciplinary action taken by the intramural sports program against a team or individual for violation of the rules. The team captain is responsible for actions by an individual member of the team and for spectators directly related to that team. This includes conduct of all 13 players and spectators before, during, and after a game. If a team does not maintain a "B" average throughout the regular season, that team will not be eligible for the playoffs at the end of the season.

Article 6: Defaults and Forfeits

- Any team losing by default will receive an "A" sportsmanship rating.

- Any team losing by forfeit will receive an “F” sportsmanship rating.
- Any team winning by default of ‘no show’ forfeit will receive an “A” sportsmanship rating.
- Any team winning by ‘eligibility’ or “sportsmanship” forfeit will receive the grade deemed appropriate by game officials at the time of the forfeit.

Section 9: Alcohol, Drug, and Tobacco Policy

Article 1: Alcohol and/or Drug Use

Alcohol consumption and drug use prior to or during an intramural sports contest is not only unsafe, but also a violation of university rules, and, if you are underage, it is illegal. The intramural sports staff strictly enforces a zero tolerance policy regarding alcohol and drugs during all intramural sport contests. Consequences for the violation of this rule may include, but are not limited to: being prohibited to continue participating in intramural sports activities, ejection from Recreational Sports facilities, judicial referral, and, in egregious situations, arrest.

Article 2: Tobacco

Use of all tobacco products (cigarettes, chewing tobacco, cigars, etc.) is strictly prohibited on all Recreational Sports property. The intramural sports staff strictly enforces a zero tolerance policy regarding the use of tobacco to allow all participants a pleasant experience during contests and events. Tobacco use must be 25 feet from any intramural game.

Section 10: Protests

Article 1: Rules Protests

Questions pertaining to interpretation of rules on the part of game officials must be addressed by the intramural supervisor at the time the interpretation occurs and prior to the next live ball. The procedure shall be:

1. If a team feels the official has made a misinterpretation of a rule, the captain shall calmly and immediately request a “time out” and inform the official that he or she wishes to have a ruling on the interpretation by the intramural supervisor in charge.
2. No protest which involves the judgment of the official(s) shall be upheld. The judgment of the official(s) is final. This also includes intramural sports staff when necessary.
Example: One foot in-bounds while in possession of the ball constitutes a legal catch in flag football.
Case 1: An official rules a pass incomplete because the “player did not have two feet in-bounds.” This is a rule misinterpretation, AND the team captain may protest.
Case 2: An official rules a pass incomplete because the “player’s first foot landed on the sideline.” This is a judgment call, AND the team captain may NOT protest.
3. If corrections are necessary, the intramural supervisor shall rule immediately and the team shall not be charged with a time out; however, if the official’s interpretation was correct, the team will be charged with a time out.

4. If the participant still does not agree with the decision at the game site, a Protest Form should be obtained from the intramural supervisor on site and completed. The contest will continue from this point “under protest.”

Article 2: Eligibility Protests

Protests involving player eligibility must be called to the immediate attention of the intramural supervisor prior to the completion of the contest while the protested individual is present. Participants may not make eligibility protests after the completion of the contest. A Protest Form should be obtained from the intramural supervisor and completed. The contest will continue from this point “under protest.”

The Recreational Sports office reserves the right to investigate the eligibility of any participant at any time. It is not necessary for a team to file a formal protest in order for a player to be ruled ineligible.

Article 3: Protest Forms

Protests that require a Protest Form to be filled out will be reviewed by the intramural sports professional staff the following business day. The captains of both teams involved will be notified of the decision. Once the professional staff has made a decision, it is final.

Section 11: Postseason Eligibility and Scheduling

Article 1: Postseason Eligibility – Team Sportsmanship

In addition to a positive playoff point total, teams must also maintain a “3.0” or “B” sportsmanship average during the regular season to be eligible for the playoffs. Team’s averages will be formulated in the same way a student’s GPA is calculated. Each sportsmanship letter grade is assigned a numerical value:

- “A” – Four (4) points
- “B” – Three (3) points
- “C” – Two (2) points
- “D” – One (1) point
- “F” – Zero (0) points

The grades for each regular season contest will be added together and divided by the total number of contests scheduled to equal the team’s sportsmanship average.

Example: A team receives two “A” grades and one “C” grade. The “A” grades are worth eight points, and the “C” grade is worth two points, totaling 10. Ten divided by three equals an average of 3.33; therefore, the team qualifies for the postseason.

Article 2: Postseason Rosters

All rosters will be frozen at the conclusion of the regular season. Players may not be added to the team during the postseason. To be eligible to participate in the postseason, an individual must have legally signed in for one regular season contest.

In some cases a player may be added by meeting with the Coordinator of Intramurals.

Article 3: Postseason Scheduling

Due to the high volume of games that must be played in a short amount of time, captains should check their online schedule after every completed contest to see if/when the next contest has been scheduled. It is the captain's responsibility to check their postseason schedule. An email will not be sent after every game.

Article 6: Maintaining Sportsmanship during the Postseason

Teams must achieve at minimum a "B" sportsmanship rating in all postseason contests to continue moving on through the bracket. If a team wins a postseason contest but does not receive an "A" or "B" sportsmanship rating, they automatically forfeit their game and their opponent advances, assuming they received a rating of "A" or "B." If neither team achieves an "A" or "B" sportsmanship rating, neither team will advance. Teams are reminded that one conduct warning automatically drops them down to a "B" sportsmanship rating and an ejection will automatically drop them down to a "C" sportsmanship rating. Once a team automatically drops below a "B", the game shall be called and a victory given to the opponent.

Section 12: Postseason Awards**Article 1: Championship T-shirts**

Intramural sports champion T-shirts will be given as awards for the champions in every intramural sport, activity, and event offered throughout the school year. The T-shirts will be handed out on-site immediately following the championship contest.