

**UW-SUPERIOR
CAMPUS RECREATION**



**INTRAMURAL
PARTICIPANT HANDBOOK**

CAMPUS RECREATION STAFF

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MISSION STATEMENT

Through our programs and facilities, we provide an array of recreation and wellness opportunities that foster active and healthy lifestyles.

ASSUMPTION OF RISK

Participation in any UW-Superior Campus Recreation activity is completely voluntary. Individuals assume responsibility for all injuries that result from their participation in the program. In sports, there is risk to the participants involved due to physical nature of activities. Injuries, including but not limited to sprains, strains, contusions, fractures, head, neck and back injuries, and even death are possible. It is strongly suggested that individuals have sufficient health coverage and a physician's approval before participating in any physical activity. Information on Student Health Insurance is available through the University Health Services (715) 394-8236.

NIRSA

The National Intramural and Recreational Sports Association (NIRSA) is a non-profit membership organization serving a network of more than 4,000 highly trained professionals, students and associate members in the recreational sports field throughout the United States, Canada and other countries. It is the leading organization in many areas including: training and professional development, intramural sports, sport clubs, recreation facilities, fitness programming, outdoor recreation, wellness programs, informal recreation, and aquatic programs. NIRSA's member institutions represent nearly seven million college students, of whom an estimated five and a half million participate in recreational programs.

Many of our leagues and tournaments are guided by NIRSA rules and regulations unless otherwise noted.

ALCOHOL AND DRUG POLICY

The possession or use of alcoholic beverages at any Campus Recreation facility or sponsored event is not permitted.

All participants are expected to abide by state and federal laws pertaining to controlled substances and illicit drugs. Standards of conduct strictly prohibit possession or use of drugs on University property or at university-sponsored activities. Suspicion of alcohol on any person(s), including: participants, spectators, and coaches who exhibit any irregular behavior, may be reason for sanctions.

INTRAMURAL PROGRAMMING

The word "Intramural" comes from the Latin origin and it means within the walls. Intramural programming is designed for the following individuals who would like to participate in contests with and against each other:

- UW-Superior Students
- UW-Superior Faculty/Staff
- WITC students with a valid Marcovich Wellness Center pass
- LSC students who reside in UW-Superior's Residence Halls and have a valid Marcovich Wellness Center pass
- DSL students with a valid Marcovich Wellness Center membership

Team and individual/dual competitions are offered in sports for men, women, and coed divisions. Competition is provided in the forms of leagues, tournaments, and special events each semester. The programs offered are based upon interest and the availability of resources and facilities.

EXTRAMURAL EVENTS

Each year, intramural champions and interested teams may represent the University of Wisconsin – Superior in a variety of events (i.e. flag football, basketball, softball) against champions from other universities. Information on extramural events will be provided to intramural champions and interested teams during the sport's season.

All championship teams that are interested in participating in an extramural tournament must have at least 50% of the original members and proper travel paper work completed in compliance with University travel policies in order to represent UW-Superior. In certain situations, the Department of Campus Recreation may be able to assist with paying registration and other associated fees.

AWARDS

The Department of Campus Recreation at UW-Superior recognizes students that participate in Intramural Programming every year. The department recognizes students for their leadership, athletic abilities, and sportsmanship, both in academic achievements and in the program.

ELIGIBILITY

RULES

1. Currently enrolled UW-Superior students, UW-Superior faculty/staff, DSL and WITC students with a valid MWC membership, and LSC students who reside in UW-Superior's Residence Halls and have a valid MWC membership are eligible to participate, except as otherwise noted in the rules and regulations.
2. A player shall not be permitted to play with more than one intramural team in the same league. A player is only allowed to play for one team, in one division. For example, a male participant can participate in Men's Advanced & Coed Basketball leagues. They may not participate in Men's Advanced & Men's Recreational Basketball leagues. The exception to this rule exists when a team forfeits two of its games and is being dropped from league play. Any team member that is on a team that has forfeited out of league play may choose to play for another team. No player is allowed to switch teams once they are on another team's roster, except for the exception above.
3. The captain of the team will be allowed to add people to the roster until the last game of the season. Additions can be made by adding the individual to the roster through IMLeagues or completing the Indemnity Statement before the game. No changes can be made on the roster after the last game of the regular season. If a participant has not participated in one contest for that team they may be dropped at any time.
4. All players must be listed on the IMLeagues roster by the final week of the regular season. If they are not listed on the IMLeagues roster they will be unable to participate in the playoffs.
5. Players must participate in at least 1 regular season game to be eligible for the playoffs.
6. In short tournaments (i.e. weekend tournaments) a player cannot play in the championship game, unless they have participated in a previous game.
7. Any team that allows an ineligible player to play will default the game(s) in which the ineligible player participates.

8. ***** NEW ***** Students whose name appear on an official intercollegiate varsity or junior varsity roster found on the Institution's Athletic Website or are in the team picture, on the day that intramural entry forms are due, **ARE** eligible to compete in that sport or a related sport for that academic year. Intramural teams may have a maximum of two players on an intramural team for that corresponding sport (ex. an open league for intramural soccer the team may have one male and one female, two males, or two female players on the team that are current intercollegiate soccer players). When offered these teams must play in the advanced division. (*NOTE: Indoor Soccer will have no restrictions as to the number of current players that can play on a team. All players must participate in the Advanced Division*).
9. Former varsity players are allowed to participate in their corresponding sport but must participate in the advanced league when it applies. Single gender, coed, or open teams are allowed to have two (two male, two female, or one male and one female) former varsity players on their team. There is no time gap for having played on a varsity squad. You may never switch teams once you have played in a game of a league. BUT an EXCEPTION to this rule would be if you didn't know the two varsity player per team rule, you are allowed to break up your team, and add on to a team that does not have any previous varsity players on their team. (*NOTE: you may not have more than two former/current varsity players on a team*).
10. Professional athletes are banned from their related sport for a period of five years. These athletes will not be eligible for awards in individual sports.
11. Playoff eligibility will be determined by names in the regular league score sheets. Falsification of names on the score sheets may subject a team to be suspended from intramural activities.
12. All students, faculty, and staff can participate in the gender-specific league that affirms each participant's personal gender identity.
 - i. A student identifying as a male student may only participate in male, coed, or open leagues. A student identifying as a female student may only participate in female, coed, and open leagues.
 - ii. The intramural program recognizes and encourages the UWS transgender student population and enables students to participate in leagues based upon their personal gender identity. All gender related eligibility issues will be subject for review on a case-by-case basis by Campus Rec Professional Staff with assistance from the Associate Dean of Students/Title IX Coordinator.
13. No team may have more than three players on the court/field that participate in a Sport Club for that particular sport.
14. The limit on roster size is two times the number that is allowed to play at one time. (Example, 5-on-5 Basketball – the limit is 10 participants). A team will receive as many t-shirts as eligible players on their roster for the championship game. The team will decide how they are distributed.
16. All appeals must be made to the Intramural & Competitive Sports Specialist or Intramural Student Program Manager, in writing, no later than 12:00 pm the next day in the Intramural Office (MWC 1438). In addition, a \$10.00 protest fee is required to be paid at this time.
15. If a league is offered in your gender and it is made, you must play in that league. (Example, a female cannot play in a male league or male cannot play in a female league, unless there are no alternatives.)
 - *“Open” leagues have no restrictions for a male-to-female ratio.*
16. Playoff seeding will be determined by record. Best record gets the best seed and so on. If the records are the same, it will be determined by head to head competition. The winner of the head to head game gets the better seed. If no head to head competition existed then the tie breaker will be sportsmanship, with the better sportsmanship rating getting the better seed. If still tied each sport will have its own tie breaking system beyond what is above.
19. For COED sports, there must be a one to two 'male/female ratio', with an exception that teams may have more females than males so long as it remains a coed team.

SPORTSMANSHIP

A rating system is used to promote good sportsmanship. Intramural sports officials will rate teams after each game on a five-point scale for sportsmanship.

Regular Season- Teams with less than a 3.0 average sportsmanship will not be allowed to participate in their league playoffs or any extramural events regardless of the team's win/loss record. Averages include regular season play. Any team that receives a "1" will be suspended from further play until a scheduled meeting is made with the Intramural Student Program Manager or Intramural Coordinator and reinstatement is made.

No rating will be given or averaged in for a team that forfeits a game. However, the non-forfeiting team will receive a "5" for sportsmanship.

Playoffs- All teams must have a 3 sportsmanship rating in order to advance. If the team fails to do so, the opposing team advances in the tournament.

SPORTSMANSHIP RATING

5- Exceptional sportsmanship exhibited towards participants and officials. Individuals on this team were respectful of opponents and officials and encouraged each other's efforts. At no time was this team disrespectful towards participants or officials.

4- Good sportsmanship exhibited towards participants and officials. Individuals on this team were respectful of opponents and officials except one or two minor instances.

3- Acceptable sportsmanship exhibited towards participants and officials. Individuals on this team were generally respectful of participants and officials, but on a number (more than two) of occasions they were disrespectful of opponents or officials.

2- Sportsmanship needs improvement. More than one individual on this team was disrespectful of opponents or officials or a particular individual was often disrespectful of opponents or officials.

1- Unacceptable sportsmanship. Majority of individuals on this team were disrespectful of opponents or officials on a regular basis or more than one individual was regularly disrespectful of opponents or officials. This team should reexamine the purpose of participating in Intramural Sports.

Notes: Any team(s) involved in a fight will receive a "1" for a sportsmanship rating. If a player is ejected from a game, his/her team will receive a "2" (at best) for a sportsmanship rating. There will be no appeal process on a rating you received.

****Sportsmanship rating guidelines may be modified for each specific sport. Any modifications will be present in sports rules; superseding guidelines in participant handbook.****

General Intramural Rules

1. Absolutely no exposed jewelry. Either remove or tape it. Intramurals will not provide tape.
2. No open toed shoes. For indoor competition, either tennis or basketball shoes are recommended. For outdoor competition, no metal cleats. Rubber cleats are recommended.
3. In the event that games in the gym run past MWC building hours all spectators and participants must enter & exit through door H on the eastside of the gym.
4. No food or drink in the fieldhouse. Water is allowed.

FORFEITS

A team must have the minimum number of players ready to play at the scheduled game time. If a team does not have the minimum number to start a game at the scheduled time a 10 minute grace period will be granted. After 10 minutes, if the team is not on the court and ready to play with the minimum number of players, the team will forfeit.

If both teams fail to provide the minimum number of players after the 10 minute grace period the game will be scored a loss for both teams.

***** NEW ***** *After two forfeits, the team is dropped from the remainder of the league and post season play. Teams may be reinstated at the Intramural Staff's discretion.*

FORFEIT FEES: *Teams that do not notify Shandon Sutherland-IM Student Program Manager (ssuther6@uwsuper.edu/612-719-8134) of a forfeit by 12:00PM on the day of the game or do not have at least one (1) player at the site of competition at game time will be subject to paying a forfeit fee. A forfeit results in a "win" and "5" sports conduct rating for the opponent. The forfeiting team receives a "3" sports conduct rating and a loss. The forfeit fees are as follows:*

TEAM SPORTS:	\$5 fee
INDIVIDUAL/DOUBLES:	\$2 fee

Until the forfeit fee is paid at the MWC front desk. There will be a hold placed on the captain's student account in the amount of the forfeit fee. This hold will remain until the fee is paid.

RESCHEDULE POLICY

Any teams needing to reschedule a game will be handled on a case by case basis. If needing to reschedule you must contact the Intramural Student Program Manager at least 48 hours prior to game time. **ONLY** if both captains and the Intramural Supervisor, Intramural Student Program Manager, and Intramural & Competitive Sports Specialist agree on a new time, will the schedule change.

POSTPONEMENTS

A scheduled contest may be postponed by the Intramural & Competitive Sports Specialist and/or the Intramural Student Program Manager due to weather, etc. In the event of a postponement because of weather, facility availability, etc the intramural department will do everything possible to make up these games. If they are not able to be made up there will be no refund unless a team does not get their guaranteed four games during the regular season and playoffs.

PROTESTS

1. Protest will only be allowed on rule interpretation, the score and player eligibility.
2. If, in the team captain's opinion, an error on a rule interpretation or score was made, he/she must notify the official that the team is protesting a rule interpretation before the game continues.
3. If the captain does not immediately notify the official of the team's intent to protest, the team waives all rights to protest on that call.
4. Rule interpretation and score protest will be handled and a final decision will be made before the game can continue. The Intramural Supervisor, the officials, and scorekeeper will discuss the protest and make a final decision on the call. The call made by the Intramural Supervisor, the officials and scorekeeper will be final.
5. An ineligible player protest will be conducted differently. This must be a formal protest. The first step is to notify the Intramural Supervisor that you are protesting an ineligible player, no more than 15 minutes after completion of the game in which you want to protest. This is as simple as informing the Intramural Supervisor of your protest and which player you want to protest.
6. The next step to complete the formal protest, the protesting team Captain should describe, in detail, why the protest is being made. The typed protest should be submitted to the Intramural & Competitive Sports Specialist or Intramural Student Program Manager by 12:00 pm the next day in the Intramural Office (MWC 1438). In addition, a \$10.00 protest fee is required to be paid at this time.

ENTRY PROCEDURES AND INVOLVEMENT

ENTRIES

Information concerning all intramural activities is available in the Intramural Office (MWC 1438).

1. By registering for a league and playing in at least 1 regular season game you will be required to pay the team fee. A forfeit or default by your team counts as a game played. If you decide after you have played in 1 regular season game you do not want to be in the league anymore you will still be required to pay the team fee. Note: you can submit an appeal to have your team fee waived with the Intramural & Competitive Sports Specialist. This appeal must be emailed within 24 hours to the Intramural & Competitive Sports Specialist. Each appeal will be judged on a case by case basis.
2. Team Sports – all official entries will be accepted online at IMLeagues until the posted entry deadline, unless all available spots have been filled.
3. Team name, captain's name, phone number, email address, division, league, and preferred playing time are required upon entering.
4. If there aren't enough teams for a division, they will be combined with another division at the discretion of Intramural staff.
5. Entry fees will vary.
6. Individual/Dual Sports/Special Events – entries will be accepted until the posted entry deadline. Specific schedules for these events will be available as soon as possible.
7. Teams are guaranteed at least four games whether that being regular season or a combination of regular season and playoffs.
Note: If a team forfeits/defaults, that is counted as a win and a game played.

PAYMENTS

1. Payments are due by the last week of the regular season. If a team or individual does not pay by the last week that team or individual will be unable to participate in playoffs and a hold will be put on the captain's student account until the team fee is paid.

TEAM CAPTAINS/TEAM MANAGERS DUTIES

1. Pay the team entry fees. If you do not pay the entry fee by the last week of the regular season you will not be able to participate in playoffs and a hold will be placed on your student account. A hold on your student account will remain in effect until the team fee has been paid.
2. Attend all meetings pertaining to his/her team's activity. When offered the Captain or one member from their team must attend the MANDATORY Captain's Meeting before the start of their regular season. If a team does not attend they will forfeit their spot in the league.
3. Submit the appropriate team roster. Make roster changes and additions when necessary, according to the eligibility rules.
4. Check IMLeagues for your team's season schedule.
5. Notify team members of date, place, and time of contest or schedule changes.
6. Check email for information from Intramural Supervisors regarding your team's sport.
7. Communicate all information to all team players, fans, etc. from the intramural handbook and all other information that is available on IMLeagues.
8. Be knowledgeable of all playing rules governing the sport in which they are participating.
9. Be knowledgeable of all eligibility rules and department policies. Captains/Managers must read and understand and abide by the Campus Recreation Intramural Participant Handbook.
10. Display good sportsmanship.
11. Team captains are held responsible for the actions of teams, specific players and/or spectators.

HOW TO BECOME AN OFFICIAL

Students need to demonstrate reasonable knowledge, skill of the sport, dedication to the sport, and express consideration toward all participants.

1. Interested individuals are encouraged to apply the first week of the semester, but applications are accepted throughout the year.
2. The week prior to the beginning of the season, a clinic and rule discussion is held. Attendance is mandatory. You will be paid for the clinics.
3. All officials are paid for officiating.
4. Officials assigned to intramural activities shall have general supervisory responsibilities and control of the activity 30 minutes preceding the scheduled activity time to the activity completion.
5. It is the official's responsibility to check all the equipment necessary for proper play and to ensure the safety of all participants.
6. Officials will be evaluated periodically by the intramural staff.

PENALTIES/INFRACTIONS

The following are penalty guidelines for infractions. Each situation will be handled on an individual basis and all interpretations will be made by any member(s) of the Campus Recreation Intramural Staff. (Multiple offenses of any combination of the following infractions may result in a stiffer penalty.)

DISCIPLINE PROCEDURES: INTRAMURALS

- Abusive Language/Verbal Threat/Unnecessary Roughness
 - 1st Offense – Participant is ejected immediately by official or supervisor. Must serve minimum of a one-game suspension and will be referred to the Intramural & Competitive Sports Specialist and Intramural Student Program Manager.
 - 2nd Offense – Participant is ejected immediately by official or supervisor. Will serve at least a two-game suspension and will be referred to the Intramural & Competitive Sports Specialist and Intramural Student Program Manager.
 - 3rd Offense – Participant is ejected immediately by official or supervisor. Participant will be suspended from remainder of sport and may receive permanent suspension from intramural activities, and will be referred to the Intramural & Competitive Sports Specialist and Intramural Student Program Manager.

- Inciting a Fight/Fighting.

1st Offense – Participant is ejected immediately by official or supervisor. Will serve a minimum of 4 months up to 1 calendar year suspension, and will be referred to the Intramural & Competitive Sports Specialist and Intramural Student Program Manager.

2nd Offense – Participant is ejected immediately by official or supervisor. Participant will receive permanent suspension from all Campus Recreation facilities and programming. Participant will be referred to the Intramural & Competitive Sports Specialist, Intramural Student Program Manager, and the Assistant Dean of Students.

- Damage to Facility/Equipment

Any person causing damage to Campus Recreation facilities or equipment will be held financially responsible and individual/group privileges may be revoked. Participant will be referred to the Intramural & Competitive Sports Specialist, Intramural Student Program Manager, and the Assistant Dean of Students.

- Assumed Name/Fake ID

1st Offense – Participant is ejected immediately by official or supervisor and will be suspended from the rest of the season for that sport.

2nd Offense – Participant is ejected immediately by official or supervisor and will be suspended from all Intramural Sports for 1 year.

NOTES:

1.) If a player is ejected from a game, he/she will be suspended indefinitely until he/she contacts and has met with the Intramural & Competitive Sports Specialist and Intramural Student Program Manager. Any ejected player must leave the Intramural Sports Facilities (out of sight and sound), and must leave within given time deemed necessary by the Intramural Supervisor. A player refusing to leave the facilities may cause the team to forfeit and will be removed by Campus Safety.

2.) The Intramural & Competitive Sports Specialist and Intramural Student Program Manager reserves the right to assign any appropriate sanction. The University may pursue further action depending on the situation. If a suspension occurs in the last game of a certain sport, it will carry over to the next intramural team sport and/or individual/dual sport in which that individual/team participates.

3.) If a person is ejected while participating in an intramural tournament, he/she will be suspended from the remainder of the tournament and may be subject to other penalties due to the nature of the incident.

ALCOHOL AND DRUG PENALTIES FOR INTRAMURAL SPORTS

If the alcohol and drug policy is violated, the contest will not be played and will be considered a forfeit. The supervisor and/or officials have the authority and responsibility to make decisions regarding those who are not permitted to participate. The Intramural Supervisor has the authority to administer a forfeit to either or both teams if it is their players or spectators that are not abiding by the policy.

DEFINITIONS

1. *Abusive language* – any language deemed offensive or derogatory by Campus Recreation Staff in any capacity: not necessarily "swear words."
2. *Attempt to incite a fight/Fight* – baiting, teasing, punch/ swing, wrestle, push/shove (may or may not make contact) threatening to harm an individual/team or intentionally provoking another.
3. *Division*: A team will choose what level they would like to compete in Advanced or Recreational
4. *Ejection*– an individual is removed by an official or supervisor for disciplinary reasons.
5. *Student* – a person enrolled in the **current** semester in undergraduate or graduate courses at University of Wisconsin at Superior.
6. *Faculty/Staff Members* – people currently employed by the University.
7. *League*: Men's or Women's and/or Coed.
8. *Severe penalty* – suspension from intramural participation for remainder of tournament, semester, year or permanently.
9. *Severe infraction* – behavior such as continually abusive language, fighting, continual unnecessary roughness.
10. *Spouse* - a significant other bound by marriage of a currently enrolled student or faculty/staff member at the University who has purchased a Marcovich Wellness Center membership. Domestic partnerships are also recognized.
11. *Suspension* – An individual/team is declared ineligible to participate in intramural activities for a specified period of time.
12. *Team* – an organized group which is registered as a participating unit in an intramural event. If two or more of the players present are involved in an incident, the incident involves the team and warrants a team penalty.
13. *Unnecessary roughness* – actions which are considered threatening to the safety of the participants, staff, spectators, etc. and which are not considered part of the normal action of the contest.
14. *Warning Letter/E-Mail* – notification from the Campus Recreation Staff which indicates that an individual or team has violated a policy along with a possible sanction and, if such behavior is evident at any time in the future, further disciplinary action will result.