

2013-2014 Handbook Table of Contents

Introduction & Staff:2

Phone Numbers, How to Sign Up & Officials:3
 Health, Liability, WKU ID Card & Free Agents:4

Eligibility

Full Time Student:5
 Part Time Student:5
 Full & Part-time Faculty/Staff:5
 Alumni:5
 Professional Athlete:5
 Collegiate Athlete:6
 Mandatory Captains Meetings: ... 7

Participant Conduct

Safety:8
 Participants/Coaches:8
 Assumed Name/Misrepresentation:8
 Cheating:8
 Unsportsmanlike Behavior:9
 Player Ejections:9
 Suspension/Probation:10
 Lifetime Ban:10
 Leaving the Bench:10
 Reinstatement:11
 Equipment Damage:11
 Fair Play Rule:12

Participant and Team/Organization Information

Roster Additions, Minimum & Maximums:12
 Levels of Competition:12
 Unsportsmanlike Conduct Penalties:12
 Post Season Play-offs:13
 Tie Break Procedures:13
 Schedules:13

Equipment & Uniforms:14

Inclement Weather:14
 Travesty/Mockery:14
 Team Name and Sponsorship:14
 Completion of Forms:14
 Alcohol and Drugs:14

Forfeits and Defaults

Forfeits – Definition, Procedure and Re-Entry:15
 Default – Definition and Procedure:15

Protests

Rule Interpretation:16
 Eligibility:17

Event Information Meetings:17

Second Chance Entry:17

Team Captain's Responsibilities:20

All-University Intramural Sports Championship:17

Sportsmanship Rating: 18
 Participation Points:19

All Sports Points Formula:19

Events & Sports:20

Western Kentucky University **Intramural-Recreational Sports**

Intramural sports have been a tradition at Western Kentucky University for over 60 years. The program has grown to include more than 30 competitive and recreational activities along with several organized sport clubs.

The continued growth and success of the WKU Intramural Sports depends primarily upon participation, not only in the athletic activities provided, but also in the planning and execution of the total program. It is hoped that each student and faculty/staff member will avail themselves to the many opportunities provided to them by the Intramural-Recreational Sports Department.

The philosophy of the Intramural-Recreational Sports Department is to allow participants of intramural sports the opportunity to partake in a wide range of extracurricular sports and recreational activities. The Office of Intramural - Recreational Sports also strives to make intramural recreation a meaningful part of the total educational experience.

The Intramural - Recreational Sports Program strives to offer something for everyone. Our professional and student staff is committed to serving the entire university community.

Western Kentucky University **Intramural-Recreational Sports Staff** **2013 - 2014**

Professional Staff

Stephen Rey: Director, Intramural-Recreational Sports

Candice Douglas: Assistant Director, Facilities

Todd Misener: Assistant Director, Health & Fitness Lab

Luke Bartlett: Assistant Director, Programs

Lindsay Thomayer: Fitness Coordinator

Sean Sherwood: Intramural Sports Coordinator

Jordan Gardner: Sport Club Coordinator

Alissa Arnold: Wellness Coordinator

Becky Sims: Office Associate, Intramural-Recreational Sports

Jaroslava Voracova: Exercise Coordinator

Sabrina Pate: Health & Fitness Lab Office Associate

Graduate Assistants

Nick D'Amato: Intramural Sports

Nicole Merchant: Sport Clubs

Kelsea Shultz: Facilities

Tanner Deisch: Aquatics

Stefanie Kassab: Exercise

Jarrode Davis: Facilities/Intramurals

Andrew Deere: Facilities

Kimberly Horan: Student Wellness

Benjamin Phaneuf: ORAC

Malcolm Lunceford: Marketing

Brooks Riddlesperger: Challenge Course

Intramural-Recreational Sports Phone Numbers

Intramural-Recreational Sports Office: 270-745-6060

Raymond B. Preston Health & Activities Center Control Desk: 270-745-5217

Hattie L. Preston Intramural Sports Complex: 270-780-2521

Outdoor Recreation Adventure Center (ORAC): 270-745-6545

Health & Fitness Lab: 270-745-6531

Intramural Officials

The Intramural-Recreational Sports Department seeks highly motivated individuals to train to be competent intramural officials. We seek the cooperation of all participants and organizations in achieving a high degree of sportsmanship. Any student interested in becoming an Intramural Official should visit the Intramural-Recreational Sports Department located on the 2nd floor of the Raymond B. Preston Health and Activities Center, call 745-6060, or visit our website at www.wku.edu/imrec.

How to Sign Up For an Intramural-Recreational Sports Event

- 1) Look for information about upcoming events, deadlines, and meetings on our website at www.wku.edu/imrec. You can also find information in the Raymond B. Preston Health and Activities Center and/or in Residence Halls.
- 2) Consult the Intramural Sports Handbook governing eligibility, deadlines, rules, and any other guidelines needed to enter and participate in an event.
- 3) Register a team on imleagues.com before the deadline, and begin building the team roster by having players join the team. Video and written instructions can be found online at www.wku.edu/intramurals
- 4) Attend or have a representative attend one of the two (4pm or 7pm) **MANDATORY** Captain Meetings for league and mini-league events. All tournaments (unless otherwise posted) will only have a captain meeting at 4pm, not at 7pm. All Captain Meetings are held in the Preston Center Foundation Room (Racquetball Court #9) in the Preston Center unless otherwise posted. **IF A REPRESENTATIVE DOES NOT ATTEND ONE OF THE CAPTAIN MEETINGS, INDIVIDUALS OR TEAMS WILL NOT BE PERMITTED TO PARTICIPATE IN THE EVENT.**

Free Agents

What if you do not have a team to play with, but you still want to play? You can be a “Free Agent.” Free Agents are individuals that are not members of a team but would like to join one. Free agents can register to be a free agent on imleagues.com. Team captains have the ability to browse the free agent list and pick up any players as needed. If there are enough players, a "Free Agent" team may be organized and entered into a league or tournament. It is in your best interest as a “Free Agent” to attend all Captain Meetings. These meetings are great opportunity to meet teams looking for players.

Health & Liability

- 1) It is recommended that all intramural sports participants have a physical examination before participating in any WKU Intramural – Recreational Sports program.
- 2) The WKU Office of Intramural-Recreational Sports Department and its employees do not assume any responsibility for injuries or medical expenses sustained by individuals participating in any Intramural-Recreational Sports Programs.
- 3) In case of injury or accident, participants should report pertinent information to an Intramural Supervisor; then seek further medical attention at the WKU Health Services or at a local hospital if needed.
- 4) Any participant that suffers a head injury will have to get a release from a doctor before they can continue to participate in any intramural activities.
- 5) Intramural staff reserves the right to refuse participation on the basis of health and liability concerns
- 6) All participants are responsible for securing their own health insurance.

WKU ID Card

All Intramural participants **MUST** have a current and valid WKU ID Card. Proper identification must be presented at all games. If your WKU ID Card is not legible, or if the picture is not clear, you will not be permitted to participate. If you do not have a legible WKU ID Card, you will not be allowed to participate until you obtain the proper identification. If you use an improper identification card, an assumed name, or misrepresent yourself or someone else in any form or fashion, you will be suspended from all intramural sports for one-year beginning after you have met with the Intramural Coordinator. **Captains of teams that have used an ineligible player(s) will also be subject to disciplinary actions. (See Captain Rules)**

Intramural Sports Eligibility

Full-Time Students: All full-time undergraduate students (**twelve credit hours**) and graduate students (**nine credit hours**) are eligible to participate in all intramural sports/events.

Part -Time Students: All part-time undergraduate students and graduate students (minimum three credit hours) are eligible to participate in all intramural sports/events but must be a member of the Raymond B. Preston Health and Activities Center to participate. You must pay the \$35.00 Preston Center Student Fee each semester to be eligible. You can pay this fee in the offices located on the 2nd floor of the Preston Center. By paying this fee you will be permitted to have access to the Raymond B. Preston Health and Activities Center and be eligible to participate in all WKU Intramural Sports activities. Please note that students wishing to participate in extramural events are still subject to the host university's eligibility rules regarding that particular event.

Full & Part-Time Faculty/Staff: All full and part-time faculty/staff are eligible to participate in all intramural sports/events but must be a member of the Raymond B. Preston Health and Activities Center or pay the \$35.00 Faculty/Staff Intramural Sports Participation Fee. By paying this fee you will be permitted to participate in all WKU Intramural Sports activities for that semester but you will not be permitted to use the Raymond B. Preston Health and Activities Center facility or the Hattie L. Preston Intramural Sports Complex facility except for WKU Intramural Sports activities. This fee can be paid in the Preston Center Intramural-Recreational Sports Office. All interns and university contracted employees are ineligible to participate in the WKU Intramural Sports program.

All faculty and staff members are eligible to participate in the intramural program provided they meet eligibility requirements. Spouses of faculty/staff members must pay the \$35 Faculty Staff/Intramural Player Fee per semester to become eligible to play in Faculty/Staff leagues & tournaments only. The following are the sports/events that offer specific divisions for faculty and staff: the Annual Faculty/Staff Golf Tournament and the Faculty/Staff Basketball League. Graduate students are also allowed to participate in both Faculty/Staff Sports and regular intramural sport leagues/tournaments. Faculty/Staff are eligible to participate in any sport/event regardless of whether there is a faculty/staff division or not.

Alumni: Alumni are **NOT** eligible to participate in any intramural sports.

Professional Athletes: All current and former professional athletes are ineligible to participate in the sport or related sport that they played professionally. An individual loses his or her amateur status and shall not be eligible for participation in intramural competition in a particular sport if the individual uses his or her athletics skills (directly or indirectly) for pay/compensation in any form in that particular sport. Students that are allowed to tryout with a professional team/organization, remain eligible provided that they do not take part in any

outside competition (games or scrimmages) as a representative of that professional team/organization. A professional team is any sports organization that has “professional” included anywhere in the organizations title. This includes exhibition team/organizations such as; "The Bud Light Dare Devils", "The And 1 Tour", "The Harlem Globetrotters" etc. Forms of payment include, but are not limited to: All monetary forms of compensation, personalized merchandise, housing accommodations, etc. Participants violating this rule may be subject to disciplinary actions. Captains of teams that use ineligible players may be subject to disciplinary sanctions as well (See “Team Captain’s Responsibilities” section).

Collegiate/Club Athletes: All current and former collegiate athletes (*Any athlete that is on a roster at all, including red shirts, during a season, and/or receives skill instruction while practicing with a collegiate team*) are ineligible to participate in that sport or a related sport/activity for one year (365 Days) after his or her sport's national championship game has been played. Some sports have restrictions regarding the amount of former collegiate players that a team may have on a roster. Players that participated collegiately in singles or dual sports (track and field, golf and tennis etc.) are ineligible to participate in that or a related sport indefinitely. Club members are limited to participating in individual and team sports. Club members participating on an intramural team can have no more than **two** sign in for a game. If the individual is on the sport clubs roster provided by the Sport Club Coordinator then that individual is considered a sport club participant. For dual sports, only one participant may be a club member. **Participants violating this rule may be subject to disciplinary actions.** Captains of teams in violation may be subject to sanction as well (See “Team Captain’s Responsibilities” section).

Recognized Organizations: All members of Greek and other officially recognized groups must be in good standing with the Student Activities, Organizations, and Leadership Office. All participants representing a Greek Organization must be on the Student Activities, Organizations, and Leadership Office Greek Organization roster in order to be eligible to participate for an organization and to be eligible for the All University Intramural Sports Championship. Only organizations that are in good standing with the Student Activities and Organizations Office and the WKU Intramural-Recreational Sports Department are eligible for the All University Intramural Sports Championships. This means you can only play for the fraternity and sorority that you belong to within a fraternity and sorority league. Participants playing on fraternity and sorority teams may not participate in another division in that gender. **All members on a Fraternity/Sorority league team must be a member of that Fraternity/Sorority**

WKU Intramural Sports Policies & Procedures

All policies and procedures have been established to provide the best possible conditions for the WKU recreation community. It is the responsibility of every intramural participant to be familiar with the various rules and regulations and to adhere to them. All participants are responsible for knowing and abiding by all Intramural-Recreational Sports policies and procedures. Please ask an Intramural Sports representative if you do not understand any particular policy or procedure.

Safety: The WKU Intramural-Recreational Sports Department will use NIRSA, National Federation of State High School Sports Associations, and NCAA rules as standards for play and safety, but reserves the right to modify rules and policies.

Team Captain's Responsibilities

Mandatory Meetings: Captains are responsible for attending or **having a representative attend** all scheduled meetings and get rules and policies governing each sport/event.

Captain's Quizzes: League and Mini-League sports will now offer a mandatory Captain's Quiz for those who wish to sign up a team on imleagues.

Registration Team captains are responsible for ensuring that all registration materials are completed by the deadlines. **Players registered on the IMLeagues roster will receive first priority when signing in at an event. Players who are not on the IM Leagues roster will be allowed to sign up when there are no players already on the roster waiting to sign-in. Teams are strongly encouraged to sign their players up on the online roster prior to arriving at the game site to ensure all players can play at the start of the game. All intramural participants will check in with intramural supervisors on intramural iPads.**

Injuries: Captains should inform the Intramural Staff member on duty of any injuries that occurred during an intramural contest.

Rules & Regulations: Captains must be familiar with all rules & regulations, eligibility standards, deadlines, scheduling times, dates, sites, and opponents. **Captains are responsible for explaining the rules to their respective teams and being sure everyone has an understanding.** Ensure team members have proper ID. Please sign in teammates at least 15 minutes prior to game time.

Conduct: Captains are responsible for the conduct of his or her team's players and fans before, during, and after all Intramural Contests. Promote positive sportsmanship. It is the responsibility of the team captain to actively promote sportsmanship within their team.

Spokesperson: Captains will act as the initial spokesperson for their team's interests.

If they are ejected: Can no longer be the Team Captain.

Assumed Name & WKU ID Card Misuse: Suspension from Intramurals for that academic year and must meet with the Assistant Director of Programs.

As team captain, we commend you on taking on a team role that has such a large amount of responsibility. We would like to thank you in advance for taking on this role with a high degree of seriousness.

Mandatory Captain Meetings

All Intramural events will have a mandatory captain meeting. All participants (in singles & doubles events) and each team/organization must have a representative in attendance at a scheduled Captain Meeting. If a representative is not in attendance at a scheduled meeting, they will not be allowed to participate in that event. At these meetings, rules, regulations and schedules will be explained, followed by a question and answer session. For individual/dual events, players may be subtracted or deleted from the roster but may not be added at the Captain Meeting. For leagues and mini leagues, two captain meetings will be held, at 4:00 and 7:00 pm. For tournaments only the 4:00 pm Captain Meeting will be held. All Captain Meetings will be held at the Raymond B. Preston Health & Activities Center Meeting Room located in Racquetball Court #9 unless otherwise stated. Following the Captain's Meeting, the schedule will be posted **with only the players/teams that were present at the meeting and that have signed the official sign-in sheet. Individuals/teams that are late to the meeting (arriving after the meeting has begun) will be considered no-shows and will not be included in that event. Captain's meetings begin promptly at the scheduled time.** Information for Captain Meetings for each sport can be found on the IM-REC website (www.wku.edu/imrec.) or on that sports page on IM Leagues.

Participants & Teams/Organizations Rules & Responsibilities

Participant: Any person that is involved in the intramural program (including players, spectators/fans, coaches, organizations, teams, and staff) is considered a participant. It is the responsibility of all participants to know their own eligibility status at all times.

Player: Any participant who signs in to a game (**Officially receives a Number and/or their Name and ID# is on the Score Sheet**) is considered a player. All players must be on the online roster before playoffs start in order to be eligible to play in the playoffs. Note: signing up at the field does not add a player to the online roster. Players must add themselves.

Coaches: All participants/coaches must be full or part-time students or faculty or staff of Western Kentucky University that meet all eligibility requirements and have paid all participation fees. Teams are relegated to a maximum of (2) **TWO coaches** per team per event.

Participants with Children: All children (12 years old and younger) that are accompanying a participant(s) must be supervised at all times.

Playing on more than one team: It is illegal to participate on more than one Men's or Women's team. This means it is also illegal to participate on both an organizational team, and open team of the same gender. If a person plays on more than one team in the same sport (unless it is a men's team and a co-rec team, or a women's team and a co-rec team) that person will serve a minimum (1) **ONE** game suspension. Their team captain and/or intramural sports chairperson will also be subject to a suspension of at least (1) one game. **The participant will remain on the roster of their original team and the second team he or she played for will forfeit all games that they played in illegally.**

Assumed Name/Misrepresentation: Any player/participant that participates in the WKU Intramural program under an assumed name, uses an illegal WKU ID card, refuses to furnish proper identification when a WKU Intramural Staff member requests it, or misrepresents

themselves in any other form or fashion will be suspended from the intramural program for a minimum of one semester after they have met with the appropriate Intramural Department Staff member. **Captains of teams in violation could serve a suspension as well.**

Cheating: Any participant or Team/Organization found guilty of cheating will be disqualified and placed on probation with the possibility of being suspended from the WKU IM Sports Program. The following actions are examples of, but not limited to cheating:

- 1) Participation under an assumed name or with an illegal Identification Card
- 2) Misrepresenting a score
- 3) Participating under suspension
- 4) Participating under the influence of Alcohol or Drugs
- 5) Violating any eligibility rules
- 6) **Knowingly participating as a former Professional and/or Collegiate Athlete (before the one-year time limit has been surpassed)**

Unsportsmanlike Behavior: Any participant(s) behaving in an unsportsmanlike and/or disorderly manner will be subject to an immediate ejection from the event they are participating in and suspended from any further participation until they have met with the Intramural Coordinator and a ruling on their particular incident has been made. Participants are responsible for their behavior at all times while on intramural grounds, not only the duration of the contest.

Any participant that endangers the health and welfare of another participant, be it flagrant or not, may be immediately ejected from the event they are participating in and suspended from any further participation until they have met with the Intramural Coordinator and a ruling on their particular incident has been made.

Continuous Unsportsmanlike Behavior: If a player/participant or organization/team consistently displays reoccurring unsportsmanlike behavior i.e.; more than one game is forfeited due to unsportsmanlike behavior or if the one incident is deemed severely unsportsmanlike, they may be suspended for a semester, school year, 1 calendar year, or have a life-time ban from Intramural Sports depending on the circumstance. IM-REC also reserves the right to suspend participants for incidents taking place at extramural events while representing WKU Intramural Sports All incidents will be reviewed on a case-by-case basis. **Unsportsmanlike behavior will not be tolerated!** See **Unsportsmanlike Conduct section for specific sanctions on Pg 13-14.**

Ejection, Reinstatement, Probation, Suspension

Any participant ejected from a contest/game may be placed on probation based on the discretion of the Intramural Coordinator. If the next

semester is the summer semester, then the probationary period will carry over into the fall semester. If a participant(s) and/or team(s)/organization(s) are involved in any other disciplinary circumstances in that semester and/or the preceding semester, they will be suspended for the remainder of the school year and possibly the next semester depending on the severity of the incident. If a participant(s) or team(s)/organization(s) is sanctioned, and it is considered "late" (60 Days or less left in the semester) in the semester, their sanction(s) will carry over into the next semester. If the next semester is the summer semester, then their sanction will carry over into the succeeding fall semester. This rule also applies to playoff games or last regular season games. The sanction will crossover into another sport/event

Participant Ejection: Any person/participant that is ejected from an intramural contest after they speak with an Intramural Sports Supervisor is required to leave the field/court (entire intramural area) immediately or risk further disciplinary actions. The participant(s) will jeopardize his or her teams/organizations game status if they do not comply. That person will be given a maximum of **three** minutes to leave the area. If WKU Police has to be called due to the ejected player(s) not wanting to leave the premises and/or disrupting a game/contest, that participants(s) will be subject to a one year suspension from all intramural events beginning after they have met with the Intramural Coordinator and a ruling has been determined regarding the incident. The participant's team will forfeit the game in which the incident occurred.

Reinstatement: Any participant(s) ejected from an intramural contest will be ineligible for any future competition until they meet with the Intramural Coordinator. The Intramural Coordinator will make a ruling on the length of the suspension. The suspension will not begin until after the suspended person has satisfied all reinstatement criteria.

Probation: All participants that are ejected from an intramural contest/event may be placed on probation at the Intramural Coordinator's discretion for a determined amount of time. If it is considered to be late in the school year, then the probationary period may carry over into the next semester; if the next semester is the summer semester, then the probation may carry over into the fall semester. **If during this probationary period they are involved in any Intramural-Recreational Sports department disciplinary proceedings they may be subject to suspension for one calendar year (365 Days) once their sanctions have been decided upon.**

Suspension: Player(s) ejected from an intramural contest will be suspended from all intramural activities for a **MANDATORY minimum** of (1) one game. Any player suspended from an intramural contest will also have to complete all reinstatement procedures. All participants/players and organizations/teams that are ejected from a game/contest will serve a minimum (1) one game suspension and probation for the remainder of the school year. More games may be given if the IM sports staff deems it appropriate. All suspension will be followed by a probation period for participants (see Probation section). Each incident will be reviewed on a case-by-case basis.

Life Time Ban (Intramural Officials): Any participant(s) that is involved in any type of inappropriate physical contact, gestures, spitting, verbal attacks, or other combative actions directed toward an intramural staff member will be suspended from all intramural programs for the remainder of their academic and/or professional career and from any alumni events at Western Kentucky University. Further disciplinary actions may be pursued if warranted. Any abusive remarks or threatening language directed toward an intramural staff member

that is considered unsportsmanlike will place that person or people on automatic probation for a one year time period and/or suspend them from all intramural activities permanently. Each case will be reviewed on an individual basis.

Life Time Ban (Fighting): Any and all types of illegal physical contact, gestures, spitting, verbal attacks or other combative actions involving spectators, players, coaches, captains, teammates, and/or intramural staff members will suspend that participant(s) from all intramural events for the rest of his or her academic or professional career and from any alumni events at Western Kentucky University. Depending on the severity of the incident, further disciplinary action may be warranted. Any and all types of violence will not be tolerated. "She/He hit me first," or "I was defending myself" are not acceptable excuses for fighting.

Teams Leaving the Bench/Sideline Area: Any team/organization or player that leaves the bench/sideline area during an intramural contest to engage in an altercation for any reason will be suspended for a **MANDATORY minimum** of one game. Leaving the bench area may also cause the team(s) to forfeit the contest, be put on probation, and possibly become suspended for the remainder of the semester, (depending on the nature of the incident). Furthermore, they must complete all reinstatement policies & procedures. The "Late in the Semester Rule" applies.

Ejected Participant, Organization/Team Reinstatement Criteria:

- 1) All ejected participant(s); teams/organizations must meet or attempt to meet with the Intramural Coordinator within 48 hours/two business days (Monday –Friday 9:00 am – 4:30 pm) of the incident. No individual will be reinstated before they have met with the appropriate Intramural Department Staff member. **A meeting must be SCHEDULED by phone, email, or visit. NO walk-in meetings are allowed.**
- 2) Two ejections during the school year will subject the player/participant or team/organization to at least an eight week suspension from any further participation. All eight weeks must fall during a time that Intramural Sports are active.
- 3) Once a participant has been ejected, they are no longer permitted to be a team captain, coach, act as team/organization spokesperson, or as an Intramural Sports Chairperson.
- 4) All ejected participants must satisfy all of the above criteria before they can be reinstated. A departmental and/or an administrative hold will be placed upon the student accounts of those participants who do not resolve the sanctions accessed to them.
 - WKU Intramural – Recreational Sports Hold: Denies a student access to the Preston Center and the Intramural Sports Complex.
 - Administrative Hold: Prevents a student from registering for classes for any subsequent semester. Students will

also be unable to receive academic transcripts.

Equipment Damage: Any damages to equipment, fields, and/or any other facility/building(s) that have not occurred within the framework of the intramural event will be charged to the offending participant(s). He or she will be financially responsible for any and all deliberate or negligent destruction to the building, fields, or equipment. Individuals who do not pay for the damaged equipment may have a departmental and/or administrative hold placed upon their student accounts.

Spectators: The role of spectators/fans is to provide support and encouragement that is beneficial to all participants. Spectators must remain in their designated area and may not enter the playing areas. Any one violating these guidelines will be asked to leave the facilities and will be assessed additional penalties if necessary. Spectators should refrain from making negative and belittling comments and are subject to all participants' rules and obligations.

“Fair Play” Rule

The Assistant Director of Programs and Intramural Sports Coordinator reserves the right to put into effect any new ruling pertaining to Intramural Sports and unsportsmanlike behavior, fair play, and the safety of all participants.

Roster Additions: In league events, teams may make roster additions & subtractions to their rosters before games during the regular season. In all other events, additions must be made before a team's first played game begins. A team/organization may not change more than 25% of their original roster. This includes switching players from one team to another. Once the playoffs or tournament begins, then the roster will be frozen and no additions or subtractions will be allowed.

Roster Maximums & Minimums: Roster size maximums and minimums will be given for every event/sport at the Captain's Meeting and on the web page at www.wku.edu/imrec.

Levels of Competition: In the Flag Football and Basketball leagues, there are three divisions of play. They are labeled Division I, Division II, and Fraternity. Division I is considered the most competitive, intense, highly skilled league. Division II is slightly less competitive. Organizations can accumulate “All-University” participation points, but not championship points in both Division I and II. Fraternity will consist of only university recognized fraternities, and they will earn “All-University” participation points and championship points. Fraternity teams may play in other divisions but will not receive championship points, only participation points. There is a separate league for female participants, but no sorority division.

Unsportsmanlike Conduct Penalties

Team Sanctions

- **Three** Unsportsmanlike Conduct Penalties assessed to a team in a contest = **Game forfeiture & a possible (1) game team suspension**
- After the **Fourth** Unsportsmanlike Conduct Penalty assessed to a team during the duration of an event= **Minimum (1) game team suspension**
- After the **Fifth** Unsportsmanlike Conduct Penalty assessed to a Team during the duration of an event= **Suspended from league or tournament**

Individual Sanctions

- **One Flagrant** or **Two** Unsportsmanlike Conduct Penalties assessed to an individual in a contest = **Game Ejection & Minimum (1) Game Suspension**
- After the **Third** unsportsmanlike conduct penalty assessed to an individual = **Minimum (1) Game Suspension**
- After the **Fourth** unsportsmanlike conduct penalty assessed to an individual = **Prohibited from participating in any more contests for the duration of the event**

All ejected players/participants and teams/organizations will not be eligible to participate again until after serving disciplinary actions given by the intramural staff. Suspensions given out by the Intramural Coordinator and Graduate Assistant do not begin until AFTER the ejected participant meets with them.

Post Season Playoffs: All teams that have records that make them eligible for the post-season playoffs must also have a **3.0** overall sportsmanship rating.

Tie Breaker Procedures: In the case of a tie situation regarding playoffs etc, the following procedures will be used to determine which team(s) advances: *NIRSA Championship Tiebreakers will be used for all (State, Regional and Special Events Tournaments). * The IM-Rec Sports Dept. reserves the right to have a playoff game to break any ties if possible.

#1) Sportsmanship Rating #2) Number of Forfeits or Defaults #3) Head-to-Head Competition #4) Points Differential for and against +/-

#5) Divisional Placement #6) Points allowed #7) Drawing/Coin Toss

Schedules: For league play, a stadium scheduling system will be employed. When you register your team online, you will select what day and times you want to play. Days/times will be on a “first come, first served” basis. For tournament play, schedules will begin to be finalized after the 7:00 pm Captain Meeting. Schedules can be found on line at imleagues.com. **We will not give schedule information over the phone nor will we continue to hand out printed schedules.**

Equipment: The WKU Intramural – Recreational Sports Office will supply some equipment. The specific equipment will be reviewed during the Event Captain Meeting. You must wear athletic clothing: Examples of illegal equipment/uniform include jeans, boots, metal cleats, and any other items deemed unsafe for athletic participation. Jewelry is not permitted to be worn while playing, unless it is a medical alert item. Medical alert items must be taped down. Participants are not permitted to cover jewelry with other legal uniform items in order to play.

Uniforms: Teams are permitted to wear their own uniforms, provided that they are deemed legal and safe based on the guidelines of that activity/sport. Uniforms cannot display any profanity or logos that would be considered vulgar, offensive, in poor taste, or violate any WKU policies. Pinned numbers are not permitted. Teams that do not provide their own uniforms will be provided pinnies in order to distinguish between teams.

Teams with the same or similar color uniforms will use the following criteria to decide which team will wear their uniforms if there is any controversy:

- 1) Team with the most complete uniform may wear their uniform
- 2) Coin Toss
- 3) In the playoffs the higher seed will have the choice to wear their uniform.

Inclement Weather & Game Cancellation: All game cancellations/postponements (Mon. - Fri.) will be made after 3pm. The captains will be notified via a text message and email from imleagues.com if the games are cancelled.

Lightening Rule: Play will stop if it is deemed that lightening is too close to safely play. Play may not resume until at least 30 minutes after the last bolt of lightening has been detected.

Travesty/Mockery Rule: No participant(s) or Team(s)/Organization(s) shall be permitted to make a travesty/mockery of an intramural event/contest. Those participant(s) or team(s)/organization(s) that demonstrate actions considered to make a mockery (purposely shooting at the wrong basket, running football plays during a basketball game, purposely losing a game, etc.) of a game/event will be eliminated from further participation and placed on probation.

Team Names & Sponsorship: The WKU Intramural Sports program reserves the right to change or alter any name that is deemed vulgar, offensive, or in poor taste. The WKU Intramural Sports also reserves the right to refuse participation to any participant(s) or team(s)/organization(s) that have sponsorship logos that are deemed to be vulgar, offensive, in poor taste, or violate any WKU policies.

Completion of Entry Forms: All default cards, waivers, etc. should be printed/typed clearly, legibly, completely, and accurately. The WKU IM Sports Staff reserves the right to refuse any incomplete, inaccurate, or illegible forms. A completed entry form has the minimum amount of players to participate, WKU ID numbers, and the minimum amount of Captains and Co-Captains (including contact information). The entry form also needs to be signed and dated.

Alcohol & Drugs: Alcohol and other illegal drug use are strictly prohibited at all WKU Intramural sports activities. Anyone found to be using or under the influence of alcohol and/or illegal drugs will be removed from the event/contest and all WKU Recreational Facilities. They will have to complete the WKU IM Sports Reinstatement program, be placed on probation, and be suspended a minimum of (1) one game. If further disciplinary actions are deemed necessary, the Vice President of Student Affairs will be notified.

Forfeits & Defaults

Forfeits: A forfeit is the failure of a team to have the minimum number of players necessary for competition in that sport/event (as designated in the rules specifically for that event) present by the scheduled time in order to play. In doubles sports/events both team members must be present by the designated time in order to play. Forfeits will also be assessed for the following: use of an illegal/ineligible player(s) and unsportsmanlike behavior. The captain(s) and other players on the roster will be responsible for paying any fees resulting in a forfeit and will have a “Hold” placed on their accounts until they do.

Forfeit Points: Forfeit points will be deducted from organizations’ total “All-University Points” for the following amounts based on event.

- **Leagues:** Forty (-40) points
- **Mini-Leagues:** Thirty (-30) points
- **Tournaments/Individual Events:** Twenty (-20) points

Forfeit Fee/Re-Entry Fee: In each event (except specific special events) participants(s) are not required to pay any fees or forfeit deposits when they register for an event. However, if a team/participant(s) forfeits a game, then the forfeiting team/participant(s) will be required to pay a **(Non-Refundable) Forfeit Fee/Re-Entry Fee** at the WKU Intramural – Recreational Sports Office in the Raymond B. Preston Health and Activities Center (2nd Floor). Checks, cash, or money orders will be accepted. If a team/participant(s) does not pay the Forfeit Fee/Re-Entry Fee before their next game, the team/participant will be dropped from further competition. As long as the team/participant(s) pays the

Forfeit Fee/Re-Entry Fee, they will remain eligible for any post-season playoffs as long as they have the appropriate win-loss record, sportsmanship rating, and all fees are paid. If a team forfeits a second contest, they will be removed from the league. Participants & Teams that do not pay assessed forfeit fees are subject to have Administrative and WKU IM-Recreational Sports “Holds” placed on their accounts. Team captains and individual participants will be held responsible for all forfeit fees owed. **Organizational Executives will be responsible for all forfeits of individual events.** All forfeit fees must be paid regardless of continued participation. Teams and/or individuals will not be eligible to participate in any intramural sports until the fee had been paid. When dealing with special considerations, documentation will be needed to waive any forfeit fees.

- **Forfeit League Play:** “F” Sportsmanship rating and \$20 re-entry fee
- **Forfeit Mini-League Play:** “C” Sportsmanship rating and \$10 re-entry fee
- **Forfeit Tournament/Individual Play:** “C” Sportsmanship rating, \$5 fee, elimination from event

Defaults: Team(s)/organization(s) are allowed one default per event. In the case of a single elimination tournament format, a team will be eliminated but will not forfeit the contest. A default is used when a participant(s) and/or team(s)/organization(s) are unable to field a team that is scheduled to play a game. A defaulted game will not count as a forfeit, and it will not cost the team their Forfeit Fee/Re-Entry Fee. It will count as a loss in the standings. For example: if a team is two players short of the minimum required to field a team in a particular sport, rather than forfeit the game they may choose to use their one (1) default. They will be assessed a loss and will be allowed to participate in their next scheduled contest. Only a Team Captain or Co-Captain that is listed on the official team roster is eligible to sign a Default Card. All Default Cards must be submitted to an appropriate Intramural Sports venue and be verified by an Intramural Staff member to be deemed official. **ALL DEFAULTS MUST BE HANDED IN BY 3pm ON THE DAY OF THE SCHEDULED CONTEST, OR 3pm FRIDAY BEFORE A WEEKEND EVENT. NO DEFAULTS WILL BE ACCEPTED AFTER 3pm, AT THE TIME OF THE CONTEST, OR ON A WEEKEND. ALL DEFAULTED GAMES WILL RECEIVE “B” SPORTSMANSHIP RATING.**

Leagues: (1) Default per team

- Must default before 3pm (Receive a Grade of “B”)
- No defaults accepted after 3pm

Individual/Dual Tournaments:

- Participants not affiliated with a Greek or Student Organization that is earning points toward the “All University Intramural Sports Championship” will receive one (1) default per semester.
- Greek and Student Organizations will receive defaults per event based on the number of participants entered in said event based on a tier system:
 - 1 – 5 participants = 1 default
 - 6 – 10 participants = 2 defaults
 - 11 – 15 participants = 3 defaults

- 16 – 20 participants = 4 defaults
- No more than 4 defaults will be given to any one organization per event

Team Tournaments: (1) Default per team

- For tournaments held during the week
 - You must default before 3 pm on the day of play
- For tournaments held on the weekends
 - You must default before 3 pm on the Friday prior to the event

Protests

Game Protests: Any game protests and other disagreements will be settled on the field/court by the captains and the Intramural Staff. Teams may protest rule interpretations. Protesting the judgment of an Official will not be overturned. All decisions are final.

Eligibility Protests: A team captain may submit a protest regarding a player's eligibility. All protests must be completed at the event, at the time of the protest. Captains must consult with supervisor on duty to fill out the protest form. All protests forms will be reviewed the Intramural Office the next business day and make a ruling.

Second Chance Entry

Any participant(s) (in singles & doubles events) or team(s) that did not submit a roster by the roster deadline will be put on a waiting list. These teams **MUST** attend the **Mandatory Captain Meeting** for that sport/event. If a participant(s) (in singles & doubles events) or team(s) does not attend the Captain Meeting or drops out before the schedule is completed, the participant(s) (in singles & doubles events) or team(s) on the waiting list will be allowed to take that participant(s) (in singles & doubles events) and team(s) place. If there are multiple waitlisted teams present at the meeting, then the acceptance of the Second Chance entry teams will be determined by lottery. If all of the participants who registered by the deadline attend the Captain Meeting, the participant(s) (in singles & doubles events) or team(s), then the Second Chance entries will not be permitted to enter the contest. All decisions are final.

Sportsmanship Rating

A / 4.00 = +50 points/Excellent Rating: A team or individual that cooperates fully with officials, opponents, and teammates. An open and calm rapport exists between the captain, opponents, and the officials. The captain has full control of his or her team and fans.

B / 3.00 = +30 points/ Above Average Rating: Players sometimes dissents verbally with official's decisions. The captain successfully controls his/her team and fans actions.

C / 2.00 = +10 points/Average Rating: Dissent involving participants, officials, and fans are frequent and not totally controlled by the captain. The captain is not in control of his or her team at all times.

D / 1.00 = -30 points/Poor Rating: The captain fails to assist the officials in game control. Dissent is open among team members, individual, and/or spectators. The captain has little or no control of his or her team.

F / 0.00 = -50 points/Unacceptable Rating: A team or individual that displays little or no sportsmanship. A team or individual causing a game to be interrupted or terminated due to unsportsmanlike behavior will receive an "F" rating. (Use of a suspended player(s) or ineligibility player(s)). A team forfeiting a contest will automatically receive an "F" rating. A team will be placed on probation and face suspension from any and all intramural activity when a team receives 2 "F" ratings in a sport, neither of which was a forfeit.

Sportsmanship is assessed for the entirety of time on intramural grounds including behavior before and after contests.

Participant(s) (in singles & doubles events) and team(s)/organization(s) must have at least a **3.0** average sportsmanship rating to be eligible for the playoffs regardless of their overall record. Game Officials & Intramural Staff members will rate each team's sportsmanship after each contest. Teams may check their ratings on the website at www.wku.edu/IMRec.

Sportsmanship Ratings During Playoffs

Teams are required to have a "B" (3.0) average sportsmanship rating to be eligible for playoffs. The following procedures will be in effect during the playoffs:

1. If a team receives an "F" rating, they will be eliminated from the playoffs.
2. If a team receives a "C" rating, they must come to the intramural sports office the following day to discuss the rating. A decision will be made as to whether the team will be allowed to continue participation in the playoffs. If the team is allowed to continue, they must receive above a "B" rating in all their remaining playoff games.
3. Any player ejected from a playoff game will be disqualified **from all remaining playoff games**, as well as any extramural participation. They must still go through the reinstatement process.
4. Any player ejected from a playoff game will receive sanctions extending into the following event(s)/semester(s).

5. The Intramural Sports Department of WKU may enforce additional penalties against players ejected because of unsportsmanlike behavior in playoff competitions.

All University Intramural Sports Championship

The WKU All University Intramural Sports Championship is based on point totals that an organization accumulates from participation, sportsmanship, winning events (1st, 2nd or 3rd place points), and any forfeits or defaults they receive in the WKU Intramural Sports Program. To be eligible, an organization must be recognized by the Student Activities, Organizations and Leadership Office, located in the Downing University Center (DUC). All eligible "Recognized Organizations" will receive All University Intramural Sports Championship points, sportsmanship points, and participation points for competing in WKU Intramural Sports Activities. There are three championships for men & women to compete in; **The Greek Championship**, (for recognized Greek organizations), **The Independent Championship** (recognized non-Greek organizations), and an overall **All University Championship** (for all eligible recognized organizations). For more information contact the Intramural-Recreational Sports Office located in the Preston Center.

All University Intramural Sports Championship

Participation Points

Participation points will be determined based on the event. Teams entered the appropriate **League** Event will receive twenty (+20) "All-University" points. Teams entered in an Intramural **Mini-League** Event will receive ten (+10) "All-University" points. Teams/individuals entered in an Intramural **Tournament/Challenge** will receive five (+5) "All-University" points. All University Intramural Sports Championship Participation Points will be given to men and women participants equally. Each organization can receive a **maximum of +100 points for dual and individual events.**

All University Intramural Sports Championship Points Formula:

(+) Participation Points

- +20 points per team entry for Leagues
- +10 points per team entry for Mini-Leagues
- +5 points per team entry for Tournaments
- +5 points per individual/dual entry
- (+100 pt maximum)**

(+ or -) Sportsmanship Points

(See **Sportsmanship Rating**.)

(Participants and teams are graded each game/contest)

(Organizations are graded as a whole then an average grade is given)

(+) 1st, 2nd or 3rd Place Points

League Events: 500 pts 1st Place, 250 pts 2nd place, 125 pts 3rd place

Mini-League Events: 300 pts 1st Place, 150 pts 2nd place, 75 pts 3rd place
Tournaments/Challenges: 100 pts 1st Place, 50 pts 2nd place, 25 pts 3rd place

(-) Forfeits

(For League Events, Forfeits subtract (-40) Forty points)
 (For Mini-League Events, Forfeits subtract (-30) Thirty points)
 (For Tournaments/Challenges, Forfeits subtract (-20) Twenty points)

2013-2014 All University Intramural Sports Championship Events & Point

<u>LEAGUES</u>	<u>TOURNAMENTS/CHALLENGES</u>	<u>TOURNAMENTS/CHALLENGES</u>
1st = 500 pts 2nd = 250 pts 3rd = 125 pts	1st = 100 pts 2nd = 50 pts 3rd = 25 pts	1st = 100 pts 2nd = 50 pts 3rd = 25 pts
7 on 7 Flag Football League	4-on-4 Flag Football	Doubles Badminton Tournament
5 on 5 Basketball League	Pro Pick'Em Challenge	3 Point Contest
Volleyball League	Putt-Putt Tournament	2-Ball Challenge
Dodgeball League	Turkey Trot 5k Challenge	Spike ball Tournament
Soccer League	Football Skills Challenge	March Madness Bracket Challenge
Softball League	Singles Pickleball Tournament	Bunny Hop 5k Challenge
<u>MINI-LEAGUES</u>	Co-Rec Ultimate Frisbee Tournament	
1st = 300 pts 2nd = 150 pts 3rd = 75 pts	Cornhole Tournament	
Table Tennis Mini-League	Co-Rec Battleship	
Team Handball Mini-League	Whiffleball Tournament	
Kickball Mini-League	3-on-3 Basketball Tournament	

Singles Racquetball Mini-League