



Rec Sports

Purdue University

Division of Recreational Sports

<http://www.purdue.edu/recsports/>

Intramural Sports Policies & Procedures Manual

(2011-2012)



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Introduction

The Intramural Sports Program is designed to provide an opportunity for experiential learning for the entire Purdue University community through participation in organized activities. We strive to encourage lifelong recreation skills, to integrate participants socially in an athletic setting, and to foster a spirit of sportsmanship and fair play among participants and spectators. To accomplish this goal, the Intramural Sports Department offers a wide variety of team and individual activities. Teams and individuals participating in the Purdue University Intramural Sports Program should do so with the attitude that good sportsmanship is an integral part of the activity. The rules and procedures set forth in this publication will be used as guidelines to apply toward the Intramural Sports Program. The Intramural Sports Office reserves the right to amend, alter, or dissolve any of these guidelines or rules for the enhancement of the program. All participants are expected to comply with the spirit as well as the letter of these rules.

Office Hours & Contact Information

TREC, Room 112
355 North Martin Jischke Drive
West Lafayette, Indiana 47907

Hours: Monday – Friday 8:00 AM – 5:00 PM

Phone: 765.494.3117 Weather Hot Line: 765.494.3131

Webpage: http://www.purdue.edu/recsports/programs/intramural_sports/index.php

2011-2012 Intramural Sports Professional Staff

Name – Title	Email Address	Phone Number
Tyler Ford – Assistant Director	tdford@purdue.edu	765.494.3110
Stacey Lee – Assistant Director	leesl@purdue.edu	765.494.3119

2010-2011 Outstanding Staff & Officials

Flag Football Official of the Year – Zach Haselhorst
Volleyball Official of the Year – Nathan Sommers
Soccer Official of the Year – Lauren Vala
Basketball Official of the Year – Noah Franz
Softball Official of the Year – Charles Jackson

Rookie Official of the Year – Garrett Lemanski
Official of the Year – Alex Drummond
Intramural Sup of the Year – Jason Eggiman

Intramural Student Advisory Board

Mission:

The Intramural Student Advisory Board (IMSAB) is an organization where students and administrative staff members work cooperatively to better the overall landscape of Purdue University's Intramural Sports Program. The IMSAB provides an open forum for students to initiate, discuss, and express their thoughts and concerns about regulations and policies, as well as assist in the delivery of a successful and competitive Intramural Program for all participants.

Board Members:

The committee is composed of highly motivated intramural sport participants, captains, and staff members with a diverse background in sports and program groups. Participation is voluntary and members will be selected based on their application. The current board is made up of the following people:

- Ryan Walters – Fraternity
- Kyle Miller – Fraternity
- Alex Juerling – Fraternity
- Jonathan Freymiller – Fraternity
- Daniel Bagwell – Men's Coop
- Ryan Hossler – Men's Coop / IM Staff
- Brandon Haley – Men's Open / Co-Rec
- Tim Clifford – Men's Open
- Duncan Swartz – Men's Open
- Eric Loudon – Men's Open / Co-Rec
- Michael Dehnbostel – Men's Res Hall
- Paul Strychalski – Men's Res Hall
- Sarah Van Antwerp – Sorority
- Amanda Barnett – Sorority
- Mary Hildebrand – Women's Coop
- Cody Carson – Women's Open
- Whitlee Upton – Women's Open / IM Staff

Primary Responsibilities:

The primary responsibilities of the IMSAB include, but are not limited to, the following:

- Discuss current Intramural rules, regulations and policies, and ways to improve them
- Discuss disciplinary violations of Intramural participants
- Discuss concerns raised by participants in the various programming areas
- Discuss new sport options and changes to formats
- Discuss effective communication styles and formats to disseminate information to captains and participants
- Discuss customer service levels provided by intramural staff

Section 1: Eligibility

Each person, team captain, and/or chairperson is responsible for verifying the eligibility of all participants. Questionable cases of eligibility should be referred to the Intramural Sports Office before that person participates.

Article 1: Classification Eligibility

- A. **Undergraduate Students:** All undergraduate, full-time students (eight credit hours) are eligible to participate in the Intramural Sports Program.
- B. **Graduate Students:** All full-time graduate students, including those with staff appointments, are eligible to participate in the Intramural Sports Program.
- C. **Faculty and Staff Members:** All full-time faculty and staff members that have paid the Recreational Sports Membership Fee are eligible to participate in the Intramural Sports Program.
- D. **Part-Time Students:** All part-time undergraduate and graduate students who have paid the Recreational Sports Membership Fee are eligible to participate in the Intramural Sports Program.
- E. **Student/Faculty/Staff Spouses:** Spouses of eligible undergraduate and graduate students, and faculty or staff members, who have paid the Recreational Sports Membership Fee are eligible to participate in the Intramural Sports Program.
- F. **Miscellaneous:** All others who have paid the Recreational Sports Membership Fee (i.e. for the semester, not just a one day pass) are eligible to participate in the Intramural Sports Program (same holds for the summer).

Article 2: Program Group Eligibility

If otherwise eligible, any member or pledge of an organizational program may represent that program within Intramural Sports. An individual who, because of membership affiliation, is eligible to participate for more than one organizational program or an independent program (e.g., residence hall unit and fraternity) may participate with the unit of his or her choice. No individual is permitted to play in the same sport in the same semester for more than one team unless the second team they participate on is a Co-Rec team. For example, a male living in the residence halls could play slow pitch softball in the men's residence hall division. He would not be eligible to play slow pitch in any other division other than Co-Rec.

- A. **Men's Residence Hall:** All men living in the residence halls are eligible for the Men's Residence Halls Program.
- B. **Women's Residence Halls:** All women living in the residence halls are eligible for the Women's Residence Halls Program.

- C. **Fraternity:** All students who are active members or pledges of a fraternity are eligible for the Fraternity Program. All individuals must be registered with the Dean of Students Office.
- D. **Sorority:** All students who are active members or pledges of a sorority are eligible for the Sorority Program. All individuals must be registered with the Dean of Students Office.
- E. **Men's Cooperative:** All students who are members of a men's cooperative are eligible for the Men's Cooperative Program.
- F. **Women's Cooperative:** All students who are members of a women's cooperative are eligible for the Women's Cooperative Program.
- G. **Men's Open:** If otherwise eligible, all Recreational Sports members are eligible for the Men's Open Program. No participant may compete in the same sport, in the same semester, in both Open and any organizational unit. Women are permitted to participate in the Men's Open Program.
- H. **Women's Open:** If otherwise eligible, all women who are Recreational Sports members are eligible for the Women's Open Program. No participant may compete in the same sport, in the same semester, in both Open and any organizational unit.
- I. **Graduate, Faculty, and Staff (GS):** If otherwise eligible, all graduate students, faculty, and staff members are eligible for the Graduate, Faculty, and Staff Program.
- J. **Co-Recreational (Co-Rec):** Those individuals that meet eligibility classification in Section 1 Article 1 are therefore eligible to participate in the Co-Rec Program.
- K. **Insufficient Registrations:** In the event that any program group has an insufficient number of teams register, the Intramural Sports Department will combine similar program groups together to maximize participation.

Article 3: Player Identity

- A. **ID:** All intramural participants must furnish their Purdue University ID to the intramural staff before every intramural activity. If a participant does not have their ID with them, he/she will not be permitted to play in that contest and will be asked to leave the facility. Recreational Sports members who do not have a Purdue ID must furnish their membership Conference Card along with a photo ID to participate. **No ID, No Play!!**
- B. **Assumed Names:** No participant may participate in intramural sports under any name other than their own.

Article 4: Eligibility Restrictions

- A. **Club Sports Team Members:** Club athletes, who are recognized by the Club Sports Department as active members of a club, will be limited in their participation within the

Intramural Sports Program. There shall be no more than two club athletes on a team for their respective sport (*Exceptions for team sports with minimal players. See sport rules for specifics).

- B. **Varsity Squad Members:** Any participant who is/was a member of a varsity squad at Purdue, or any other college or university, is thereafter ineligible for intramural competition in that sport, or similar sport, for a period of one full academic year. An academic year is defined as fall, spring, and summer semester in that order. Any individual who attends the university on athletic scholarship or is on the roster shall be considered a Varsity Squad Member.
- C. **Professional Athletes:** Any participant who is ineligible for varsity competition because of loss of amateur status is prohibited from competing in the intramural sport in which he or she has obtained professional status.
- D. **Competing on Multiple Teams:** A player who is otherwise eligible may participate on one Co-Rec team and one Men's or Women's team respectively for the same sport per season. A participant establishes eligibility with a team by having their name on the roster. Should a person play for more than one team, their eligibility lies with the team they played for first.
- E. ***Roster Limitations:** This is a new policy for 2011-2012. Specified team sports will have a maximum number of players that may be added to team. Roster limitations can be found in the sport specific rules. In playoffs, captains will have the option to add players that meet all previously stated eligibility requirements to their roster through the conclusion of the semi-final game as long as they do not exceed the maximum roster limit. For example, Flag Football will have a roster limit of 16 players. If a team only had 10 players on their regular season roster, they could add 6 players that meet all previously stated eligibility requirements to their roster through the conclusion of the semi-final game. Unforeseen circumstances will be handled by the Intramural Sports staff on a case-by-case basis.

Article 5: Ineligible Participant Penalties

- A. Any person participating in an Intramural Sports activity who is found to be ineligible shall be suspended from that team or activity for the remainder of the season.
- B. Any person participating in an Intramural Sports activity under an assumed name shall be ejected from the game and will be ineligible until the completion of the reinstatement process. Students will also be referred to the Dean of Students Office for further disciplinary action.
- C. Any team using an ineligible player shall default the contest(s) in which the ineligible player participated for that team.
- D. Any team using a player who uses an assumed name shall be suspended from that activity for the remainder of the season and placed on probation for the remainder of the academic school year. Violation of probation may result in expulsion from the Intramural Sports program.
- E. Organizations that use an ineligible player may face further penalties related to points. Please refer to the individual program's handbook.

Section 2: Captain Responsibilities

Article 1: Captain

Participants form their own teams and register during the appropriate dates and times as indicated in the semester calendar. One team member must be designated as captain.

Article 2: Responsibilities

The captain is a key link between the participants (team members) and the Intramural Sports staff. The captain is expected to assume the following responsibilities:

- A. Complete the registration process prior to the deadline, including paying the team registration fee.
- B. Complete the mandatory captain's quiz prior to the deadline.
- C. Inform all team members of the game time and location for every scheduled contest. **GAME TIME IS FORFEIT TIME!** Inform team members to show up 15 minutes prior to game time to keep contests on schedule. All game schedule information can be found online at www.purdue.edu/recsports.
- D. Check eligibility of all team members according to the Intramural Policies & Procedures Manual. Be investigative of their eligibility status.
- E. Notify each team member that they must present a valid Purdue ID before they can participate in the scheduled contest. **NO ID, NO PLAY, NO EXCEPTIONS!**
- F. Be familiar with rules, schedules, policies and procedures of the Intramural Sports Program and pass this information along to all team members.
- G. Inform, educate, and stress to all players and spectators affiliated with your team the importance of demonstrating good sportsmanship prior to, during, and following all scheduled contests. All participants and spectators should refrain from verbally or physically abusing the game officials or Intramural Sports staff.
- H. Work with Intramural Sports staff to ensure a safe, fun intramural sports experience for all participants.

Article 3: Captain's Quizzes

- A. All activities have mandatory captain's quizzes that are to be completed with 100% accuracy.
- B. The purpose of the captain's quiz is to educate team representatives on information pertaining to their intramural participation. Information includes policies and procedures, conduct, sportsmanship rating, and sport specific rules.
- C. Any team representative may complete the required captain's quiz and will be responsible for passing the information along to other members of their team.
- D. Failure to complete the captain's quiz will result in a forfeit (no forfeit fee is assessed) and the team is still responsible for participating in all scheduled contests. Teams will be dropped from the league after obtaining two forfeits. (See Section 6 regarding the forfeit policy).

Article 4: Uniform Requirements

Teams will be required to wear matching uniforms or shirts in intramural flag football, soccer, dodgeball and basketball. Uniforms will be required to have numbers in the sport of basketball. Uniforms may not

have taped numbers. Teams failing to arrive on-site without matching uniforms will need to rent uniforms from DRS Member Services locations.

Article 5: Scorecards

The scorecard is the official record of score, rosters, and results. The first and last names of a team's current roster will be printed on the scorecard. The score, as noted on the scorecard, shall be considered final unless a protest has been filed.

The team captain or captain's designee has the responsibility of ensuring that:

- A. the sportsmanship grade is listed
- B. the score is correct
- C. the correct winner has been noted
- D. the roster is correct and complete, i.e. all team members who participated in that game are listed on the scorecard

By signing the scorecard, the captain indicates that the scorecard is complete and accurate. Should the scorecard not be signed, the captain assumes the responsibility for any inaccuracies.

Article 5: Evaluation of Officials

Feedback is encouraged by our participants on the performance and professionalism of our intramural officials. Captains that would like to provide feedback on the intramural officials shall seek out an intramural supervisor to obtain a Referee Feedback Form. All intramural Referee Feedback Forms will be reviewed by the administrative staff and dealt with accordingly.

Section 3: Registration

Article 1: How to Register

- A. Official registration forms are available on our website or at TREC Member Services and must be submitted to register for Intramural Sports activities.
- B. The captain/chairperson must complete the requested information at the top of the registration form, including appropriate team name, PU ID number, phone number, email address, program group (fraternity, open, sorority, etc.) and activity.
- C. An individual/dual registration should contain the names, PU ID numbers, phone numbers, and email addresses of all individuals participating in the activity.
- D. Registration forms will only be accepted during the registration period. Forms shall be brought to TREC to complete the scheduling and payment process.
- E. Communicate with team numbers and have an understanding of their schedule and availability.
- F. Registration for instant scheduled sports is on a first come, first serve basis and space is limited.
- G. Registration forms received after the deadline may be placed on a waiting list.
- H. All activities require a forfeit fee acknowledgement signature. This section is located on the registration form and it must be filled out and signed. Teams will not be registered until this forfeit fee section of the form is completed.

- I. All registration forms received from residence hall members that will be billing their registration fees to the hall must have the required residence hall stamp in order to complete the registration process.

Article 2: Instant Scheduling

Instant Scheduling allows the captain/team representative to pick the day and time that best fits their team's availability for tournament and league play. Instant Scheduling options are made available during registration at TREC Member Services and on our website. For example, the captain/team representative could pick Sunday 8:00pm for their Co-Rec sand volleyball team. This team would play all three regular season games Sunday at 8:00pm.

Article 3: Team Names

The Intramural Sports Department reserves the right to change any team name that is deemed inappropriate or offensive to participants (including, but not limited to, names involving profanity or of sexually implicit nature). Please use proper judgment when selecting team names and uniform artwork. Our goal is a pleasant, fun atmosphere for everyone competing. If you are unsure if a team name or t-shirt artwork will be acceptable, please contact the Intramural Sports Office for approval.

Article 4: Free Agents

Individuals who are looking for a team to join may go to the Purdue University Intramural Sports Facebook group to seek out others looking to join a team or captains looking to add players to their roster. Free agents are encouraged to contact teams on their own or form their own free agent team. The Intramural Sports Department does not form free agent teams.

Section 4: Rescheduling

Article 1: Rescheduling Procedure

For league sports, captain's have the option to reschedule a contest if they cannot play during their regularly scheduled time. In order to reschedule a contest and avoid a no-show forfeit fee, the following procedures must be followed:

- A. A contest can only be rescheduled by the agreement of representatives from both teams.
- B. A representative of both teams must complete a Rescheduling Form at the Intramural Sports Office or call the office prior to 3:00 pm the day of the contest. For games scheduled on Sunday, rescheduling forms must be completed before 3:00 pm on the preceding Friday.
- C. Rescheduled games are not official until both representatives sign the rescheduling form or agree to reschedule the game via phone through the Intramural Sports Office.

- D. If the form is completed at different times, it is the responsibility of the first captain to contact the Intramural Sports Office to verify the game has officially been rescheduled.
- E. Rescheduling is limited to available time, space, and personnel.
- F. Captain's contact information and facility grids that show open days, times, and fields/courts are available on the Intramural Sports Rescheduling webpage.

Section 5: Request to Cancel

Article 1: Cancellation Procedure

For league sports and tournament sports, captain's have the option to cancel their contest if they cannot attend or reschedule. In order to cancel a contest and avoid a no-show forfeit fee, the following procedures must be followed:

- A. A representative of the team must complete a cancellation form at the Intramural Sports Office prior to 3:00 pm the day of the contest. For games scheduled for Sunday, cancellations must be cleared before 3:00 pm on the preceding Friday.
- B. Cancellation requests may be completed over the phone.
- C. Cancellations are not official until the captain is contacted by the Intramural Sports Office. It is not acceptable to contact the opposing captain to cancel a game without going through the Intramural Sports Office.

Section 6: Forfeits

Article 1: Game Time

GAME TIME IS FORFEIT TIME! Any team failing to report, "ready-to-play", at the scheduled starting time shall forfeit to their opponent. All teams should arrive **15 minutes prior** to the start of the scheduled game to check in, complete the scorecard, and get any necessary equipment. The Intramural Sports staff maintains the official time at each activity area and determines forfeit time.

The "ready-to-play" rule for intramural activities requires each team to have a minimum number of players present and to have its lineup properly recorded on the official scorecard. The minimum number of players required is listed in each sport specific rules.

Article 2: Claiming a Forfeit

A team claiming a forfeit must be present at the scheduled game time and ready-to-play. The team must record its line-up and sign the scorecard. Forfeits must be claimed at the time of the scheduled contest.

- A. **League Play:** If neither of the teams arrives by the scheduled game time, the game will be recorded as a double forfeit and each team will be given a loss and a no-show forfeit on their record.
- B. **Playoffs/Single or Double Elimination Play:** If neither of the teams arrives by the scheduled game time, the game will be recorded as a double forfeit and neither team will advance to the next round.

Article 3: Forfeits & Sportsmanship

Any team receiving a win by forfeit will be awarded an “A” sportsmanship rating. Any team forfeiting will be awarded a “B” sportsmanship rating.

Article 4: Limit of Forfeits

Any team that forfeits two of its scheduled contests in league play will be removed from the league. The team will forfeit to its opponents in all remaining contests. Missing the mandatory captain’s meeting counts as one of the allotted forfeits.

Article 5: Forfeit Fee Charge & Payment

Any team receiving a no-show forfeit will be charged a \$20 fee for the first occurrence. The individual who completes the forfeit fee section on the registration form will receive a notice that they will be billed and given an opportunity to dispute the charge within one week. Undisputed and upheld charges will be billed to the individual through their University account. Payment may be submitted to University Collections.

Article 6: Defaults

Defaults are assigned to teams that fail to adhere to the policies and procedures of the Intramural Sports Program. Violations such as use of an ineligible participant, participant playing under an assumed name, or team discipline are some examples of when a default would be used.

Section 7: Participant Safety

Article 1: Assumption of Risk

Many intramural sports activities present the inherent possibility of injury. Participation in the program is voluntary; individuals assume responsibility for their own health and safety. All individuals who intend to participate in vigorous sports should, for their own protection, have a physical examination to determine that they are physically able to participate. Medical insurance, which would cover expenses incurred in the event of injury, is strongly recommended.

Article 2: Blood Policy

If and when an Intramural Sports staff member or official observes that a player is bleeding, has an open wound, or has blood on his or her uniform, he or she will be directed to leave the game. The injured

player is not to return until the bleeding has stopped, the open wound is covered, or bloody uniform is changed. Play will not resume on the playing surface until the blood has been removed.

Article 3: Inclement Weather - Cancellation of Activities

Intramural Sports contests are subject to cancellation due to poor weather conditions and/or unplayable field/court conditions. In the event of inclement weather, the Intramural Sports Weather Hotline will be updated with a message regarding contest status. No decision will be made until 4:00 pm the day of the inclement weather. Additionally, the Intramural Sports Supervisor may cancel games, if necessary, after 4:00 pm. The Intramural Sports Department will reschedule cancelled games only if time, space, and personnel exist. Teams should check the online schedule for rescheduled game information. The Intramural Sports Office **WILL NOT** contact captains to inform them that contests are cancelled due to weather.

A. WEATHER HOTLINE: 765.494.3131

Article 4: University Closure

If at any time the University is closed due to weather or other related emergencies, all intramural contests will be cancelled.

Section 8: Sportsmanship & Player Conduct

Article 1: Unsportsmanlike Conduct

Players shall not commit acts of unsportsmanlike conduct. This includes, but is not limited to, arguments with officials and staff by any player, coach, manager, or spectator (flagrant fouling, fighting, etc. before, during or after a contest). No player, coach, or team shall:

- A. Use foul or derogatory language, threaten, or verbally abuse any other participant or Intramural employee before, during or after the game. This includes trash talk.
- B. Participate in a game for which he/she is ineligible.
- C. Argue or talk back to the game official. Only the captain may address the official and only if done so in a courteous manner.
- D. Intentionally strike, push, trip or flagrantly foul another player.
- E. Mistreat the facility, equipment or supplies of Purdue University.

Article 2: Ejection Procedure

Any player, coach, or fan ejected from an intramural contest for any reason must leave the playing area immediately after information is obtained by an Intramural staff member. Failure to leave the area may result in forfeiture of the contest by the team associated with the ejected person.

Any participant, coach, or fan that is ejected from a Purdue University Intramural Sports contest is **immediately ineligible** from further competition in Intramural Sports until he/she meets with the

Intramural Sports Office. It is the individual's responsibility to schedule an appointment promptly with the Intramural Sports Office to review his/her behavior and individual suspensions are effective only after a meeting (i.e., no self-imposed penalties). Contact the Intramural Sports Office at 765.494.3117 between 8:00 am and 5:00 pm Monday through Friday to set up an appointment.

Cases involving physical abuse of or between participants, spectators, and/or Division of Recreational Sports staff may be referred to the Office of the Dean of Students for potential action.

Article 2: Appeals

Following the imposition of the penalty or ruling, an organization or individual who believes that due to unusual circumstance the assessed penalty or interpretation was unjustified may appeal to the Associate Director of Programs. The Associate Director, or a designated representative, will decide the appeal. The appeal must be in writing and must be submitted to the Associate Director or a professional administrative staff member of the Division before 5:00 pm of the next regular business day following the institution of the penalty. During the period of the appeal, the penalty imposed will be in effect.

Article 3: Sportsmanship Ratings

Our purpose is to provide exercise, recreation, and fun to our participants in a relaxed, yet structured environment. Everyone is encouraged to play to the best of their abilities, but cheating, verbal and physical abuse, and a win-at-all-cost attitude is considered inappropriate. Having these principles of sportsmanship in our foundation is necessary to facilitate the spirit of competition. Therefore, this team sportsmanship rating system is in place to encourage ethical conduct at all Intramural Sports contests. The following rating system will be used as a guideline:

“A” Excellent Conduct and Sportsmanship – Team members cooperate fully with the officials and opposing team members. The captain calmly converses with officials about rule interpretation and calls. The captain also has full control of his/her teammates. (4 points)

“B” Good Conduct and Sportsmanship – Team members verbally complain about some decisions made by the officials and/or show minor dissent but overall, the captain has control over his/her teammates. Teams that receive one unsportsmanlike conduct penalty shall receive no higher than a “B” rating. (3 points)

“C” Average Conduct and Sportsmanship – Team displays verbal dissent towards officials and/or the opposing team. Captain exhibits minor control over his/her teammates. Teams receiving two unsportsmanlike conduct penalties shall receive no higher than a “C” rating. (2 points)

“D” Poor Conduct and Sportsmanship – Teams constantly comment to the officials and/or opposing team from the playing area and/or sidelines. The team captain exhibits little or no control over teammates or himself/herself. Teams receiving three unsportsmanlike conduct penalties shall receive no higher than a “D” rating. (1 point)

“E” Unacceptable Conduct and Sportsmanship – Team is completely uncooperative. Captain has no control over teammates and/or himself/herself. Any team causing a game to be forfeited by

unsportsmanlike behavior, or receives four unsportsmanlike conduct penalties shall receive an “E” rating. The captain of any team receiving an “E” rating must make an appointment with an Intramural Administrative Staff Member before further play will be permitted. (0 points)

Article 4: Playoff Eligibility

A team must have a 2.75 or better sportsmanship rating during regular season to be eligible for the playoffs. The following are general examples:

Ineligible for Playoffs			Eligible for Playoffs		
Contests	Ratings	Values	Contests	Ratings	Values
First	B	3 points	First	A	4 points
Second	A	4 points	Second	B	3 points
Third	D	1 points	Third	C	2 points
8 points/3 games		2.66	9 points/3 games		3.0

Any team that receives an “E” rating during the regular season will not be eligible for playoffs

Article 5: Playoff Sportsmanship Ratings

If a team receives an “E” Sportsmanship rating they will be eliminated from the playoffs. Any team that receives a “D” Sportsmanship rating must meet with the administrative staff member in charge of the program to discuss the rating before further play in the playoffs will be permitted. Failure to meet will result in an automatic forfeit from further play.

Section 9: Protests

Article 1: Rule Interpretation Protest

Questions pertaining to interpretation of rules on the part of sport officials must be resolved by the Intramural Sports Supervisor in charge at the time the interpretation occurs and prior to the next live ball. If the team continues to play, the protest will NOT receive consideration. **No protest will be accepted which involves the judgment of the officials.** The procedure shall be:

- A. If a team/participant feels the official has made a misinterpretation of a rule, the team captain shall calmly and immediately request a “time out” and inform the official that he/she wishes to protest.
- B. The game official shall explain his/her ruling. If the team captain is dissatisfied with the explanation of the ruling, the Intramural Sports Supervisor should be called to the game site.
- C. If corrections are necessary, the Intramural Sports Supervisor in charge shall rule immediately. Error in interpretation by the Intramural Sports Supervisor in charge is subject to a formal written protest.
- D. If the team captain still does not agree with the decision of the Intramural Supervisor, a Protest Form should be obtained and completed according to Section 10, Article 3 (Filing a Formal Written Protest). The supervisor will then assist the team in filling out the form with all pertinent game information (score, time, possession, etc).

- E. The game will continue from this point forward “under protest” and the opposing team shall be notified.

Article 2: Eligibility Protest

Any protest concerning player eligibility in a contest in which the protesting team participated must be filed according to Section 10, Article 3 (Filing a Formal Written Protest). A Protest Form should be obtained at the game site or the Intramural Sports Office. When protesting eligibility, a team must protest a specific individual(s). Entire teams cannot be “blanketed” by protest. If a player is found to be ineligible, his or her team will default all contests in which the ineligible player participated in. If a player is determined to be ineligible after the protest deadline, that player will be unable to participate in future contests. The team, however, will not incur a default.

Article 3: Filing a Formal Written Protest

A team captain who wishes to file a formal written protest must first obtain a Protest Form from the Intramural Sports Supervisor at the game site or from the Intramural Sports Office. A protest is not considered official unless it is submitted (by the protesting team) to the Intramural Sports Staff no later than 12:00 pm (noon) the next business day following the activity.

The Intramural Sports Office will rule on protests the following business day by 5:00 pm. The ruling will be sent, in writing, to the team captain. If a game is to be replayed or restarted from the protest point, the Intramural Sports Department will schedule the make-up.