



UTAH VALLEYTM
INTRAMURALS

**Intramural Sports
Policies and Procedures**

Updated 2016/2017

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1. PROGRAM OVERVIEW

1.1. Intramural Sports Mission

We at the Intramural Office are dedicated to helping UVU Students, Faculty, and Staff in finding their own niche on campus. We provide opportunities to participate in a wide variety of individual and team sports at various levels of competition. We strive to provide not only structured and organized programs, but we are always looking for new activities to include in our program and accommodate each person's interests and strive to provide activities to fit their interests.

1.2. Contact Information

The Intramural Sports office is located on the 2nd floor of the Student Life Building in offices 213.

Intramural Sports Pod	(801) 863-5568	uvuintramurals@gmail.com
Program Manager: Dustin LaMont	(801) 863-5534	dustin.lamont@uvu.edu
Assistant Coordinator: Alex Gebers	(801) 863-5804	agebers@uvu.edu

Website for general information:	www.uvu.edu/intramurals
Website for current/upcoming event information:	www.imleagues.com/uvu

1.3. ID Policy

All intramural participants must furnish their valid UVU or state issued picture ID with an easy discernible photo to the IM staff prior to participating in every contest. Non-UVU students must also provide photo ID. **No ID, No Play!!** Other forms of ID will not be accepted – this includes pictures of an ID (on paper or phone), class schedules, etc.

The one exception will be our 'ID forgiveness' policy. Once each semester (only once), a participant who forgets their ID may fill out an ID Forgiveness Waiver. This waiver will allow them to participate that day. Any participant caught lying on the waiver will be suspended indefinitely and the team may be penalized (sportsmanship rating and/or forfeit).

Intramural participants who do not properly check in with photo ID with IM Staff prior to participating will cause their team to forfeit the game they played in.

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No participant may participate in Intramural Sports under any name other than their own. Anyone attempting to participate using another person's ID or information will be suspended from Intramurals indefinitely.

1.4. Eligibility: Who Can Play UVU IM Sports?

Full-Time UVU Students: taking more than 9 credits

Part-Time UVU Students: taking 9 credits or less

Faculty/Staff: Part-time & Full time

Alumni: UVU graduates and former students that have acquired at least 24 credits, required to pay the 'Guest Fee' to participate

Non-UVU Students: Must be over 18 years old, required to pay the 'Guest Fee' to participate,

Sport Club Athletes – There shall be no more than two total current club athletes on a team for their same/like sport. "Current" is defined as one who appears on a club team's roster during that academic year.

College Varsity Athletes – Athletes whose names do not appear on the current academic year's varsity team roster in the same/like sport can participate in the same/like sport. Any participant whose name currently appears on a team roster in the current academic year is ineligible to participate in the same/like sport. This includes "red" and "grey" shirts and participants that practice with the team.

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.

Eligibility status of each individual will be checked using the ID number provided to imleagues.com. Teams found to have more than 3 non-UVU students on the roster may be removed from the league.

Players are required to have participated in 1 regular season game to be able to play in the playoffs.

Players are only allowed to participate on 1 team per league/sport. Players caught playing on two different teams in the same league/sport will cause their team to forfeit each game they participated in. After having played in 2 games for 1 team, players cannot switch teams without express approval through the intramurals office. Players caught doing so will be removed from the league and the new team they play for may forfeit the resultant games.

The Intramural Staff reserves the right to examine participants' eligibility at any time. All games found to have had ineligible players participating, will be forfeited by the

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offending team. It is the Captain's responsibility to ensure that all players are eligible before each contest.

1.5. Guest Fee Policy

Guest Fee -- \$25 semester

Intramural participants (**non UVU students & UVU Alumni or students taking a semester off**) will be able to pay a semester "Guest Fee" for \$25, which will allow them to participate in Intramurals for the semester,

- Participants will be able to pay the fee the day of the Intramural Event
- Fees can be paid at the 2nd Floor control desk of the SLWC, or online at imleagues.com/uvu through **the Guest Fee league**.
- After payment, receipts need to be turned in to the Intramural office in SL 213 or given to the Intramural Supervisor at the event.
- If participants have not paid the fee or refuse to, they will not be allowed to participate in the Intramural Event

1.6. How to Sign Up

All registration for Intramural Sports is done online (at imleagues.com/uvu) or in person at the Intramural office, depending on the event. For team events, team captains must register their team online before the team sign-up deadline for each sport, and then all teammates must join the roster online.

All intramural participants will be required to create an account on IMLeagues.com.

To create an IMLeagues account:

1. Go to www.imleagues.com/UVU/Registration
OR
Go to www.imleagues.com and click Create Account
2. Enter your information, and use your School email if applicable (**@uvlink.uvu.edu**) and submit.
3. You will be sent an activation email, click the link in the email to login and activate your IMLeagues account.
4. You should be automatically joined to your school – If not you can search schools by clicking the "Schools" link

How to sign up for an intramural sport:

1. Log in to your IMLeagues.com account.
2. Click the Create/Join Team button at the top right of your User Homepage page
OR
Click on the "Utah Valley University" link to go to your school's homepage on IMLeagues.
3. The current sports will be displayed, click on the sport you wish to join.

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4. Choose the league you wish to play in
5. Choose the division you'd like to play in
6. You can join the sport one of three ways:
 - a. Create a team (For team captains)
 - i. Captains can invite members to their team by clicking the "Invite Members" link on the team page. Any invited members must accept the invitation to be joined to your team.
 1. If they've already registered on IMLeagues: search for their name, and invite them
 2. If they haven't yet registered on IMLeagues: scroll down to the "Invite by Email Address" box, and input their email address.
 - b. Join a team
 - i. Use the Create/Join Team Button at top right of every page
 - ii. Accepting a request from the captain to join his team
 - iii. Finding the team and captain name on division/league page and requesting to join
 - iv. Going to the captain's player card page, viewing his team, and requesting to join

1.7. Free Agents

Individuals who are looking for a team should login to imleagues.com/uvu and under the "player signup" tab in the upper right hand corner, select "join as free agent." Free agents will be able to select the sport, leagues, and division they are interested in joining. Type a message that you want captains that are looking for players to see. Free agents may also select the "join team" tab under "player signup" and request to join teams that are looking for players.

1.8. Team Composition

- Team Captain must be a current UVU student taking classes
- Minimum requirement of 3 current UVU students per team (5 if roster is over 10)
- Maximum of 3 non-UVU students per team (Alumni don't count against non-UVU students)

*Adjusted roster rules for small roster sports (bowling, 3v3 basketball, etc.)

Each sport will have a minimum number of players on the roster needed to fill a team. Teams will have until the end of the official registration period to meet the minimum requirements. **Teams that do not meet the minimum requirements will not receive a schedule until they do and will be replaced by a team from the waitlist that does meet the minimum requirements.**

2. SPORTSMANSHIP & PARTICIPANT CONDUCT

2.1. Sportsmanship & Conduct Expectations

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It is a priority that participation in Intramural Sports at Utah Valley University be first and foremost a fun experience. To ensure a fun and safe experience, the Intramural Department has implemented a Sportsmanship Policy.

All intramural participants and spectators are expected to conduct themselves in a civil and sporting manner at all times –before, during, and after contests. Behavior that promotes intolerance or prejudice, degrades any racial, ethnic, gender or religious group, infers an explicit sexual reference, or promotes destructive behavior is considered disrespectful to the University and its members, and will be addressed and dealt with accordingly. **This includes intramural team names.**

This policy will hopefully allow for a safe, fun, and enjoyable atmosphere for all involved. There will be penalties and repercussions for those teams/individuals that do not follow this policy.

Participants are also expected to know and adhere to the following policies:

- Aggressive or threatening physical contact toward intramural staff will result in an indefinite suspension from intramural sports.
- Verbal abuse directed toward intramural staff can lead to an indefinite suspension from intramural sports.
- Intramural sports event areas are alcohol, drugs, and tobacco-free. Captains are urged to notify all players and spectators that alcohol and drugs are strictly prohibited at IM Sports events, and that no one is allowed to participate while under the influence of alcohol or drugs.

The intramural staff reserves the right to remove participants and spectators from remaining at intramural events who appear to be under the influence of alcohol or drugs. In an effort to prevent situations or behavior from reaching an unacceptable or inappropriate level, the intramural staff reserves the right to temporarily or permanently remove a player(s) from a contest at any time.

2.2. Sportsmanship Ratings

Sportsmanship Rating is intended to be an objective scale by which teams' attitudes and behavior is assessed throughout the Intramural league and playoff seasons. Teams are rated on a 0 to 4 scale, with a 4 being excellent. Teams will need to maintain an average sportsmanship rating of 3.0 or higher in order to be eligible to play in the playoffs. Any team below 3.0 will not be eligible to play in the playoffs.

4: Excellent Conduct and sportsmanship

No unsporting behavior, friendly, yet competitive interaction with opponents

3: Good Conduct and Sportsmanship

Team shows minor disapproval and interacts well with opponents

2: Average Conduct and Sportsmanship

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Consistent unsporting behaviors, verbal dissent, or trash talking opponents

1: Below Average Conduct and Sportsmanship

Major unsporting behavior, ejections, trash talking, complaining, etc.

0: Unacceptable conduct and Sportsmanship

Cancellation of game due to ejections or altercations with opponents or staff

*Will result in a loss and possible removal from league

2.3. Ejections and Suspensions

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 Sports Event Manager. 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 an Intramural Sports contest will automatically be suspended from their next Intramural Sports event. Increased suspension time will be added if the Intramural Sports Office deems the offences committed, severe.

Cases involving physical abuse of or between participants, spectators, and/or Intramural Sports staff will be referred to the Office of the Judicial Affairs for potential action.

2.4. Sportsmanship & Playoff/Tournament Eligibility

Teams are required to maintain a 3.0 sportsmanship rating in order to qualify for the playoffs. Failure to maintain a minimum 3.0 rating will disqualify teams from playoff eligibility. Team captains are responsible for monitoring their team's sportsmanship ratings and average online.

Teams receiving a forfeit during the regular season will not qualify for the playoffs. Receiving a second forfeit will cause the team to be removed from the league.

Teams receiving low sportsmanship ratings during Playoffs/Tournaments will be removed from the event without refund.

3. TEAM CAPTAINS' EXPECTATIONS & RESPONSIBILITIES

3.1. General Responsibilities

Team Captains are responsible for:

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Attending mandatory captain's meetings before the start of each league. (If the captain cannot attend, they must inform the Intramurals Office of the representative they are sending in their place.)

Informing their teams of IM Sports Policies & Procedures, specific event rules, dates, times, and locations of contests.

Fielding an eligible team for every contest.

Ensuring all players check in with their state issued photo ID cards before participating in every contest.

Seeking out information about schedules, schedule updates, and weather-related issues, and then passing that information along to teammates.

Provide truthful information to Campus Recreation staff.

Verify that contest results are accurate online prior to the publishing of playoff schedules.

4. FORFEIT POLICY

4.1. Forfeits

A team does not have the minimum number required to play at game time (Exception: the opposing team grants a 10 minute grace period). A forfeit of this nature will count as a loss and result in an automatic 3 for Sportsmanship. Teams will be allowed 2 forfeits per season **(after 1 forfeit a team is no longer eligible for playoffs). A team will be removed from the league once the second forfeit is received.**

Teams must be signed in and ready to play at the time of the scheduled contest to avoid penalties. Therefore, it is suggested that teams arrive at least 15 minutes before game time to allow for parking, signing in, and warming up.

The final score listed below will be awarded if the game results in a forfeit at the end of 10 minutes. The other 2 columns are awarded to the "ready" team if the second team arrives within the designated time frame and play commences.

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Sport	Within 5 minutes of game time	5-10 minutes after game time	Final Forfeit Score
7v7 Flag Football	6pt touchdown and 1 point conversion; ball at midfield	Additional 6pt touchdown and 3point conversion	16-0
Basketball	10pts; start with ball	Additional 10 pts	20-0
Soccer (Indoor/Outdoor)	1 goal; choose ball & direction	Additional goal	2-0
Ultimate Frisbee	2 points; start with disc	Additional 2 points	4-0
Volleyball	8 points; start with serve	7 points; match win after 10 minutes	2-0 (match score) +15pt difference

***** If a team elects to take the win by forfeit, without allowing the grace period, the final score will be recorded as listed above**

****Effective Fall 2015**

4.2. Defaults

A default is a game that is not played and is recorded as a loss but is not considered a forfeit. A team may receive a one-time default if the team captain calls the Intramural Office before 3pm game day to inform us that they will not be able to field a team for their contest.

If a default has occurred, the teams involved may still use the site to practice until 15 minutes prior to the next contest; however, Intramural Sports staff are not permitted to officiate any practice, scrimmage or contest the teams choose to participate in during that time.

5. SCHEDULES, CANCELLATIONS, & INCLEMENT WEATHER

5.1. Online Schedules

All schedules will be made available online within a week after the event sign up deadline. Due to time and facility constraints, games will not be rescheduled once schedules are published.

5.2. Postponements & Cancellations

Intramural Sports contests are subject to cancellation due to poor weather conditions and/or unplayable field/court conditions.

Additionally, the Intramural Sports Event Manager may cancel games onsite, if necessary, after 3:00 pm. The Intramural Sports Department will reschedule cancelled games only if time, space, and personnel exist. Teams should check the online schedule for re-scheduled game information. The Intramural Sports Office will also contact captains to inform them that contests are cancelled due to weather.

5.3. Weather/Game Updates

In the event of inclement weather, we will post updates on Facebook, Twitter and our website. No decision will be made until 3:00 pm that day. The Intramural Sports Office will also contact teams through imleagues.com to inform them that contests are cancelled due to weather.

6. PLAYOFFS

6.1. Playoff Qualification

Depending on the amount of time and space available, all teams that maintain the minimum 3.0 Sportsmanship Rating will be included in the playoff scheduling.

Teams failing to maintain a 3.0 sportsmanship rating and having forfeited 1 game or more will not qualify for the playoff schedule.

7. PROTESTS

7.1. Rule Interpretation or Misapplication

The Intramural Sports Program realizes that on occasion an official may incorrectly interpret and/or enforce a rule. The purpose of a protest is to insure an equal opportunity for victory. A protest can be avoided through intelligent and constructive conversation among the team captains and the Intramural Sports Staff.

The team captain must file all protests with the Intramural Site Event Manager at the time a question occurs (protests that are recorded after one (1) or more subsequent plays have elapsed are not accepted). Once a team has been eliminated

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from play (too many forfeits, a protest renders them ineligible, losing a game that knocks them out of playoffs or for some other reason is no longer competing) they are not able to file a protest of any kind. Protests may be filed concerning rule interpretations, policies or procedures and player eligibility.

Protests that challenge the accuracy of a judgment call by the officials' or intramural supervisors' will not be accepted.

Protests will be settled at the game site by the Event Manager.

7.2. Player Eligibility

Protests involving the eligibility of a player in a contest must be lodged by the captain with the Intramural Event Manager before half of the contest has been played. (Before the end of the first half; before the end of the first set in volleyball; before the end of the third game in dodge ball.)

If the player in question checks in during the second half of the contest, the protest must be made before the end of the contest. (Before the end of the second half; before the end of the final set in volleyball)

The captain must, by that time: Inform the Intramural Event Manager of which player's eligibility they feel is in question and that they are continuing the game under protest.

The Event Manager will inform the other team's captain that one of their player's eligibility is in question. If that captain decides to continue playing with the player in question, the ruling of the intramural staff, the following day, will determine the outcome of the game.

The protest will be reviewed and ruled upon by the intramural staff the following business day. Any player protest received after that time will not be considered

8. REFUNDS

8.1. Refund Policy

Refunds will not be issued after the team sign-up date. There will be no refunds for games missed due to forfeit.

If a team was created in a league and that league did not carry, the Intramural Sports office will credit your imleagues account the amount paid. This credit can be applied to future sign-up fees.

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Guest fees will not be refunded. For non-UVU students, Guest Fees take the place of Student Fees. Paying the Guest fee allows for non-UVU students to participate in Intramural events.

Refunds may be given on a case-by-case basis.

9. PARTICIPANT SAFETY

9.1. 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.

9.2. Blood Policy

If and when an Intramural Sports Supervisor or Game Official observes that a player is bleeding, has an open wound, or has blood on his/her uniform, he/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.

9.3. University Closure

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