

INTRAMURAL SPORTS POLICIES & PROCEDURES

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I. IM SPORTS MISSIONS STATEMENT

Campus Recreation's Intramural Sports Program seeks to engage the CSU campus community through opportunities to participate in any number of structured, inclusive, recreational sporting activities throughout the academic year, with an emphasis on and philosophy of responsible participation. Our goal is for every participant to have fun!

II. CAPTAIN'S RESPONSIBILITIES

Team captains are responsible for:

1. **Informing their teams of the IM Sports Policies and Procedures, specific event rules, dates, times, and locations.**
2. **Fielding a team comprised of only [ELIGIBLE](#) players for every contest.**
3. **Ensuring all players check in with their CSU ID cards before participating in every contest.**
4. **Seeking out information about schedules, schedule updates, and weather-related issues, and then passing that information along to teammates.**
5. **Provide truthful information to intramural Campus Recreation staff when asked to do so.**
6. **Verify that game results are accurately shown online prior to the end of the regular season.**

III. IM SPORTS CSU ID POLICY: NO CSU ID = NO PLAY. NO EXCEPTIONS.

All participants must present their current, valid CSU ID card ([RamCards](#), [Rec Membership Cards](#), and other CSU-ISSUED PHOTO ID'S ONLY) to the IM staff prior to participating in every contest. Other forms of ID will not be accepted – this includes driver's licenses, class schedules, bank account statements, etc. The photo on the card must be easily discernable. ID's without easily viewable photos will not be accepted.

Anyone attempting to participate using another person's ID or information will be suspended from intramurals indefinitely, and may be reported to the Office of Conflict Resolution and Student Conduct Services.

IV. ELIGIBILITY – WHO CAN PLAY?

1. **FULL-TIME CSU STUDENTS** (6 or more credits and have paid the rec activity fee as part of their semester tuition)
 2. **PART-TIME CSU STUDENTS** who have a current [Rec Membership](#) – one that is valid during the dates they play
 3. **FACULTY/STAFF** who have a current [Rec Membership](#) – one that is valid during the dates they play
 4. **SPOUSES** who have a current [Rec Membership](#) – one that is valid during the dates they play
- **SPORT CLUB ATHLETES** – A maximum of 2 current club athletes may appear on any IM roster in the same/like sport ("current" is defined as one who appears on club team's roster during that academic year).
 - **FORMER VARSITY** team members whose names do not appear on the current academic year's NCAA/NAIA varsity team roster in the same/like sport can participate in the same/like sport in either the [Recreational](#) or [Competitive](#) division. A maximum of one former varsity player can appear on a [Recreational](#) team's roster in the same/like sport.
 - **CURRENT VARSITY**, semi-professional (receiving monetary pay for playing), professional, and Olympic athletes: Any participant whose name currently appears on a team roster in the current academic year for any of these types of teams or organizations is ineligible to participate in the same/like sport. This includes "red" and "grey" shirts.

The IM Sports staff reserves the right to spot-check participants' eligibility at any time.

All games found to have had ineligible players checked in will be forfeited by the offending team. It is the captain's responsibility to ensure that all players are eligible before each contest.

V. LEAGUES & DIVISIONS

Divisions:

Competitive – A fairly high level of skill. This is appropriate for teams where the majority of players have played that sport in an organized setting (high school, city leagues, etc.).

Recreational – Generally less competitiveness and skill involved. A more relaxed environment, with a “just for the fun of it” type of attitude.

A player cannot participate in both the Competitive and Recreational divisions of any one league.

Leagues:

(M) Men’s – For men (or women who do not want to play in the women’s league).

(W) Women’s – For women only.

(C) Coed – For a predetermined combination of men and women (see specific coed sport rules for lineup and roster requirements).

(O) Open – For any combination of men and women.

For any one sport, a player is allowed to participate only on 1 men’s team OR 1 women’s team AND 1 coed team.

A player may represent only one team in a league or tournament. (Playing on a men’s or women’s team AND a coed team is allowed.) After checking in for a team, that player may not play for another team. When Competitive and Recreational divisions are offered for the same league, individuals may only play in only one. **Once a player checks in on a second team illegally, they are ineligible for all further competition in that sport for the remainder of the league or tournament, and all games played in after the violation are forfeited.**

VI. TEAM ROSTERS

- All team members must join their team’s roster [online](#) in order to be considered legal players.
- Rosters are locked (and no players may be added) -
 - Leagues – After the conclusion of the last regular season contest.
 - Tournaments – Players may join rosters at any time.
- **No names may be added to the roster after they are locked, except in case of injury.** If there is an injury necessitating the addition of a new player, a note of explanation from a physician must be presented to the IM Sports Assistant Director before the replacement will be allowed. Any player replacing another player cannot have played on another team in the event.
- DROPPING PLAYERS – Team captains must contact the [IM Sports office](#) during business hours or via [email](#) to request a player be dropped from the team roster.
- ADDING PLAYERS – Players may join team rosters during the times when rosters are open.
- SWITCHING TEAMS – Once a player checks in for a contest for a team, they may not appear on another team’s roster (in that league or division) for the remainder of that event.

VII. HOW TO SIGN UP

All team registration for IM Sports events is done in the Student Rec Center, during the entry dates and times listed on the [IM Sports web page](#). Team captains must sign their teams up before the team sign-up deadline for each sport, and then all players must join the roster [online](#) before they participate.

VIII. CAPTAINS' MEETINGS

For designated IM leagues, there are mandatory, brief, important informational sessions that cover rules, policies, changes, schedules, and other event-specific details. One captain (or another team member) must attend that sport's mandatory pre-season captains' meeting. **THESE MEETINGS ARE MANDATORY.**

Teams that are not represented at the captains' meeting will receive the following team penalty, which will affect their ability to advance to [playoffs](#):



A loss by [FORFEIT](#) will be added to their record



A negative [sportsmanship rating](#) of 1 will be added to their record

Sports that have mandatory captains' meetings are noted on the [IM Sports web page](#), and after signing up their teams for sports that have mandatory captains' meetings, captains will receive an email with captains' meeting details.

IX. SPORTSMANSHIP & CONDUCT

Good sportsmanship is vital to maintaining the appropriate recreational atmosphere of intramural sports. 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.**

Team Conduct

Captains are responsible for their team's sportsmanship, and teams are responsible for their spectators' behavior. Following each contest, officials and site managers rate each team's sportsmanship. Below is the guide for sportsmanship ratings and points:

Sportsmanship Ratings

3: ABOVE AVERAGE sportsmanship. High level of sportsmanship, respect and civility consistently shown to opponents, teammates, staff, spectators, facilities, and equipment before, during, and after the contest. Captain displays good control over his/her team and conducts his/herself in an honest, calm, and respectful manner when dealing with intramural staff.

2: AVERAGE sportsmanship. Either 1) No incidents of poor sportsmanship, or 2) Only one minor unsporting incident or infraction – above average sportsmanship is displayed the rest of the time.

1: BELOW AVERAGE sportsmanship. Examples include frequent swearing; disrespect toward opponents, staff, spectators, or equipment; multiple unsporting fouls/penalties assessed; consistent arguing of officials' calls; one player ejection – ejected player was the lone problem on the team.

0: UNACCEPTABLE sportsmanship. Examples include: multiple players/spectators ejected; fighting; abusive language toward officials, staff, or opponents; verbally or physical threatening of anyone; any behavior resulting in the contest being called to a stop by intramural staff.

Failure to finish league play with at least an average of 2.0 will disqualify teams from [playoff eligibility](#). If a team receives a sportsmanship rating of 0 or 1, the captain(s) must meet with the Assistant Director in order to remain in the league no less than one full day prior to their next scheduled contest. Team captains are responsible for monitoring their team's sportsmanship ratings and average [online](#).

Sportsmanship Rating Appeals

Captains are responsible for monitoring their team's sportsmanship ratings and average after each contest (usually updated [online](#) the following business day). If a captain feels a rating did not follow the requirements outlined in the team sportsmanship rating table above, they may appeal the rating by filing a written/emailed request to appeal and discuss the rating with the [Assistant Director](#) within 24 hours of the contest. A meeting will be scheduled between the captain and the Assistant Director where the rating and surrounding circumstances are discussed. The appeal will then be reviewed by the Assistant Director, who will then make the final determination if any change to the rating needs to be made.

Player Conduct

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 and drug-free. Captains are urged to notify all players and spectators that alcohol and drugs are strictly prohibited at IM Sports events, and 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.

Ejections

Intramural officials and staff reserve the right to eject any individual, team, or spectator who involves themselves in a physical altercation, or who consistently exhibits unsporting behavior or other actions not appropriate for the campus recreational activity environment.

- Any ejected player or spectator must leave the facility immediately, and will usually be suspended a minimum of one week from all IM Sports participation.
 - Additionally, a player ejected from a playoff contest will be suspended for the remainder of that sport's playoffs - from both divisions, if playing in coed and single-gender divisions in that sport league).
 - Additionally, a player ejected from a tournament contest will be suspended for the remainder of that tournament.
- Any ejected player will remain suspended from IM Sports and possibly from all access to the Student Rec Center until they meet with the Assistant Director. It is the responsibility of the ejected player to schedule this meeting by [emailing the Assistant Director directly](#).

Disciplinary Policy

The intramural sports program uses a '3 strikes' policy for documenting and disciplining offenses to the above conduct guidelines.

1. **STRIKE 1** – First offense. Behavior is documented. Participant is suspended from IM Sports and possibly Student Rec Center participation/access pending a meeting with the Assistant Director.
2. **STRIKE 2** – Second offense. Behavior is documented. Participant is suspended from IM Sports and Student Rec Center participation/access pending a meeting with the Assistant Director. Possible referral to Office of Student Conduct; minimum suspension from IM Sports and Rec Center access of one semester is likely.
3. **STRIKE 3** – Third offense. Behavior is documented. Participant is suspended from IM Sports and Student Rec Center participation/access pending a meeting with the Assistant Director. Referral to Office of Student Conduct; possible permanent ban from IM Sports.

X. PROTESTS

Only protests regarding **rule interpretation** and **player eligibility** will be accepted. **No protests concerning judgment will be considered.**

- **Rule Interpretation/Misapplication:** Protests involving a misinterpretation or misapplication of a rule must be lodged by the team captain at the time of the incident. The captain must request the game be stopped to obtain a ruling from the IM manager. Failure to obtain an immediate ruling before the next 'live ball' action from the IM manager will void any future right to protest the incident. Should the captain still feel the ruling is incorrect, he/she must IMMEDIATELY:
 1. Inform the IM manager they are continuing the game under protest, AND
 2. Fill out and submit a Protest Form (available from the IM manager)The protest will be reviewed and ruled upon by the intramural staff the following business day. Any rule protest received after that time will not be considered.
- **Player Eligibility:** Protests involving the eligibility of a player in a contest must be lodged by the captain with the IM 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 inning in softball; before the end of the third game in dodgeball.] The captain must, by that time:
 1. Inform the IM manager they are continuing the game under protest, AND
 2. Fill out and submit a Protest Form (available from the IM manager)An eligibility check will then be performed by the intramural staff the following business day and the protest will be ruled upon. Any player protest requested after that time will not be considered.

XI. FORFEITS & DEFAULTS

FORFEITS - Game time listed on the schedule is forfeit time, and teams must be checked in and ready to play at their scheduled game time. If, at game time, one team doesn't have the minimum number of players needed to start the game checked in and ready to play, the captain of the team that is ready to play has the following options:

1. Take the win by forfeit, OR
2. Allow 5 extra minutes for the opposing team to field a minimum required line-up and then start the game. NOTE: If this option is chosen, the result of the contest will stand.

If a team fails to field the number of players necessary to meet the minimum line-up requirements for that sport (including not showing up for a contest), they will lose by forfeit.

- In order to win by forfeit, a team must have the minimum lineup checked in, and all coed restrictions still apply for coed divisions.
- Teams that lose by forfeit will receive a sportsmanship rating of 1, unless a lower rating is earned. Teams that win by forfeit will receive a sportsmanship rating of 3, unless a lower rating is earned.
- A loss by forfeit will count worse than a regular loss toward a team’s record.
- During league play, two forfeits will likely result in the team’s removal from the league.
- During tournament play, one forfeit will result in the team’s removal from the event.

DEFAULTS – Teams may avoid a forfeit during the regular season by informing the [IM Office Staff](#) no later than by 12:00pm the day of that scheduled game that they will be unable to field a team for the game. To default a game that is scheduled for Saturday or Sunday, the default notification must be received by the Friday prior, 12:00pm. A default counts worse than a loss, but not as bad as a forfeit, and the defaulting team will receive a 2 sportsmanship rating. Forfeited and defaulted games will not be rescheduled.

Forfeit/Default Scores by Sport

Basketball	20-0	Indoor Soccer	5-0
Dodgeball	4-0	Outdoor Soccer	3-0
Floor Hockey	3-0	Softball/Wiffleball	10-0
Flag Football (Coed)	25-0	Volleyball	21-0, 21-0
Flag Football (M/W)	19-0	Water Polo	15-0

XII. EQUIPMENT & JEWELRY

- **Footwear** – Proper, closed-toed footwear is required at all times. Metal cleats/spikes are prohibited. While playing indoors, non-marking athletic shoes must be worn.
- **Shirts/Pants** – Proper attire is required at all times.
- **Jewelry** – **NO JEWELRY IS ALLOWED in contact sports** with the exception of medical alert jewelry, which must be taped down. This includes, but is not limited to earrings, wedding rings or bands, other rings, mouth, facial, and body piercings, necklaces, bracelets, rubber bands, and rubber/plastic bracelets.

TAPING OF JEWELRY TO THE BODY IS NOT PERMITTED.

The intramural staff has the authority to deem any apparel, footwear, adornments, or other equipment unsafe, and require it be removed before participation.

XIII. SCHEDULES, CANCELLATIONS, & WEATHER UPDATES

Schedules - All schedules will be made available [online](#) within a week after sign-up deadline. Due to time and facility constraints, games will not be rescheduled once schedules are published.

- **Schedules** – All schedules will be made available [online](#) within a week after sign-up deadline. Due to time and facility constraints, games will not be rescheduled once schedules are published.
- **Cancelled Games** – These will not be made up unless absolutely necessary for [playoff qualification](#) reasons.
- **Weather Updates** – In cases of inclement weather, intramural staff may have to cancel contests. **DO NOT ASSUME GAMES WILL BE CANCELLED.** It is the captain’s responsibility to call the IM office at **(970) 491-6671** no more than one hour prior to the contest in question for up-to-date information regarding whether or not games have been called off. If regular season games are cancelled, the result of the contest will be a 0 - 0 tie, and both teams will receive a [sportsmanship rating](#) of 3.

XIV. **PLAYOFF QUALIFICATION**

See individual league rules for playoff qualification criteria. To determine playoff qualification, the following criteria will be used, in order:

1. Win/loss record.

NOTE: Any contest that is forfeited by a team will count worse than a default, and any contest that is defaulted counts worse than a loss toward the losing team's record.

- In the event of a record tie, head-to-head record will be accounted for, followed by the other tie-breakers listed below.

2. Sportsmanship rating average (**MINIMUM 2.0 REQUIRED**).

3. Points allowed.

4. Point differential.

Any team that forfeits two contests in a league sport will be removed from playoff eligibility.

XV. **PRIZES FOR CHAMPIONS**

Winners of intramural championship contests will receive intramural champion prizes or shirts. Recipients of champion shirts must appear on the final team roster.

XVI. **REFUND POLICY**

No refunds will be issued after the team sign-up deadline. In league events where teams are guaranteed a certain number of games, if that number of games is not played due to cancellation (NOT due to forfeit), a partial refund of the team entry fee may be issued for games that were cancelled. The team captain that paid for the team (whose name appears on the receipt) must submit a refund request in person at the Service Center in the Rec Center before the last day of the semester in which the team was paid for.

XVII. **CONTACT INFORMATION**

The IM Sports office is located on the main level of the Student Rec Center, opposite from the Service Center.

Intramural Sports Desk	(970) 491-6671	campusrec_imsports@mail.colostate.edu
Assistant Director: Rob Patchett	(970) 491-7504	Rob.Patchett@colostate.edu
Coordinator: Micah Walters	(970) 491-4880	Micah.Walters@colostate.edu

Campus Rec website: <http://campusrec.colostate.edu> → "Programs" → "Intramural Sports"