

# **INTRAMURAL SPORTS RULES AND REGULATIONS**

The Department of Recreational Sports invites you to take part in its wide variety of programs. We believe you will have a rewarding and enjoyable time using the Helfaer Tennis Stadium and Recreation Center. Our specialty is providing wholesome recreational sports and fun for the entire Marquette community. The Intramural Sports Program provides sports activities for those who enjoy a structured approach to recreation. There are over 35 different activities offered in team, dual, and individual sports.

## **OBJECTIVES**

- \* To encourage self-participation and transform spectators into active participants
- \* To offer a variety of physical activities to meet present interest and future needs
- \* To provide incentive to all students who desire recreational experiences on an equal basis with fellow participants
- \* To provide an arena whereby social relations and attitudes can be developed and high standards of sportsmanship encouraged
- \* To encourage and promote a high standard of physical fitness

## **HOW TO GET INVOLVED IN INTRAMURAL SPORTS**

Students living in the residence halls and members of fraternities or sororities may want to enter Intramurals with others in their organization. You may also want enter a team with your friends or if you don't have a team, we can help you to get on a team.

## **DIVISIONS OF PLAY**

Three divisions of play will be offered when possible in team sports. These are A (highly competitive), B (competitive), and C (novice). The intent of the A and B divisions is to equalize play by grouping teams of equal ability. A, B and C divisions will include league play and a championship play-off. There will not be a play-off between A and B divisions. The Intramural Director reserves the right to reassign teams in the A, B, and C divisions if deemed necessary.

## **ENTRIES**

Information concerning all Intramural sports activities is available in the Intramural Sports Office between 8:30 a.m. - 4:30 p.m., Monday through Friday. Entry procedures are as follows:

### **1. Team Sports**

All official entries will be accepted only at the Managers' Meetings as designated by sport. Official rosters will be handed out at the Managers' Meeting.

### **2. Roster Additions**

In order to compete, all persons must have their full names and ID Numbers on the official team roster. A team may add players to its roster for approximately two weeks after the first day of league play.

Student ID Numbers **MUST** be included on the Roster for each participant to be legal - **NO EXCEPTIONS!**

Playing someone that is not listed on the team Roster will result in a forfeit. The deadline dates for roster additions will be announced at the Managers' Meeting and posted outside the Intramural Sports Office. Roster addition forms must be filled out by the team manager **ONLY** and returned to the office during office hours in order for a player to be officially added to the team roster.

### **3. Dual and Individual Sports and Events**

Individuals may sign-up for racquet sports and special events at the Intramural Sports office on weekdays between 9 a.m. - 4:00 p.m. Rules and sport information are available upon request. Court fees for tennis must be paid in advance and are not refundable unless the league does not fill. There will be a limited number of participants in the tennis leagues, accepted on a first-come, first served basis. Open tournaments will be held in each sport whenever possible. Fees must be paid at the time of sign-up.

## **ELIGIBILITY**

### **1. Responsibility for Eligibility**

The Intramural Sports Program assumes the responsibility for the eligibility of students participating ONLY when called to its attention or when the Intramural Staff, Supervisors, or Officials notice obvious infractions. Organization managers will be responsible for checking the eligibility of their own players and should also check the eligibility of their opponents. Each participant is responsible for his/her eligibility. If a team manager has a question concerning the eligibility status of a player on his/her team, the Intramural Office is available to assist in determining this status. Since participation in the Intramural Sports Program is totally voluntary, neither the University nor Intramural Sports will accept responsibility for injuries sustained while participating in scheduled Intramural contests or in the general recreation program. The field or court supervisor should be notified in the case of an injury and an accident report should be filled out.

### **2. Who Is Eligible**

Eligibility rules exist for the protection of each team and player in order to fulfill the general and specific objectives of the various Intramural Sports activities.

A. Except as provided by these rules, all undergraduate and graduate students currently enrolled in the University shall be eligible to participate in Intramural Sports.

B. Alumni, faculty, and staff, as well as students from the Medical College of Wisconsin and the Milwaukee Institute of Art and Design are eligible to participate in the Intramural Sports program provided they have one of the following:

1. A current Rec Center Membership

2. An Intramural Membership which they can purchase for \$25.00. This is good only for one semester and will only permit you to play during your scheduled Intramural event. This will not serve as a Rec Center membership.

C. A player shall not be permitted to play with more than one Intramural team in the same sport, or to transfer from one Intramural team to another after his/her name appears on the scorecard of a scheduled game. The exception to this rule involves a team forfeiting its first game or a team dropped from the league without having played a game. In these instances, players may transfer to another team as long as it is done prior to the roster addition deadline. Players who play under an assumed name, or whose names are not on the official team roster, are ineligible to participate and a forfeit will be assessed.

D. In regards to a player participating on more than one team, the following guidelines will designate the player's ineligibility:

1. At the time a player is suspected of playing on more than one team the on duty supervisor will ask for identification from the player.

2. The supervisor will crosscheck the involved rosters and determine if the player's name appears on both team rosters.

3. If the player's name appears on both rosters and he/she has participated in previous games for both teams, the player will be informed at the time about a possible eligibility problem.
  4. If a player has participated for two teams, the team the player first participated on according to the scorecard and scheduled game will retain the playing rights of that particular player. The second team the player participated on will be penalized for using an ineligible player. The player will be suspended from further play on both teams for the remainder of the season.
  5. After the supervisor has checked the rosters of both teams an incident report will be filed. If a game has been delayed due to the suspected ineligibility of one player, both managers will be informed of the supervisor's findings. The team involved will be warned that the game could result in forfeiture due to the use of an illegal player. The Director will make the final decision on the following workday.
- E. The following must appeal their eligibility to the Intramural Advisory Council:
1. Collegiate Varsity players
  2. Collegiate Junior Varsity players
  3. Students that have practiced and/or participate in collegiate varsity competition provided they have practiced or participated beyond their first regular season game.
- F. Any varsity or junior varsity player required to appeal his/her eligibility may do so no sooner than one year after the last day he/she practiced or participated in that sport. The final day for appealing eligibility is the same as the final day for roster additions. Persons applying for Intramural eligibility should see the Director of that Intramural Sport. Anyone appealing his/her eligibility must submit a letter addressed to the Intramural Director outlining his/her varsity or junior varsity participation. Included should be years played, college or university played at, and any information regarding personal and team statistics. A statement indicating why the Director should allow the individual to play at the Intramural level should also be included. The Intramural Director may grant an appeal administratively, or may pass the appeal on to the Intramural Advisory Council. If the Director passes the appeal on to the Council, the person must appear before the Council to orally request review of his/her eligibility.
- G. Persons who have appealed their eligibility for Intramural competition shall be subject to the following restrictions:
1. The number of players on a team who have had to appeal their eligibility shall be limited at the discretion of the Intramural Advisory Council. As a general rule, no more than two players who have been granted eligibility will be permitted to play on a team.
  2. Those who become eligible must play in division A (highly competitive) leagues.
  3. Persons will not be allowed to play until their appeal is granted.
- H. These rules are designed with the intention of preventing Intramural Sports domination by players, who have received experienced coaching and intensive practice. They are made in the best interests of all Intramural participants.
- I. Professionalism by a person causes loss of eligibility in that sport. Players that have participated in semi-professional leagues are also considered professional.
1. Club Sport Athletes may play in the Intramural "A" league of their Club Sport. Intramural teams are limited to the number of Club sport players on each team.
  2. Here are the current maximum Club Sport players per team for Intramural Sports:
    - a. Soccer: 3
    - b. Volleyball: 2
    - c. Softball: 2
    - d. Basketball: 2
    - e. Futsal: 1

## **CONSEQUENCES OF INELIGIBILITY**

1. A team using an ineligible player will forfeit all games in which the ineligible player participated and the ineligible player will be banned from further competition in that sport for the remainder of the sport season. During tournament play, a team using an ineligible player must forfeit that game and will be excluded from further tournament play.
2. Any player using an assumed name shall be banned from that sport and related sports for a period of one year or more from the date the offense was committed.

## **MISCONDUCT**

1. Any player or coach verbally abusing or attempting to strike an opponent, teammate, official, supervisor or spectator shall automatically be suspended for a minimum of two games and possibly longer (at the discretion of the Director and the field or court supervisors). All Recreation Center disciplinary action may be given in combination with university disciplinary actions if the situation so warrants.
2. Any player or coach striking an opponent, teammate or spectator shall automatically be suspended for a minimum of three games and possibly longer (at the discretion of the Director) and will have Recreation Center privileges suspended for a minimum of two weeks. All Recreation Center disciplinary actions may be given in combination with university disciplinary actions if the situation so warrants.
3. Any player striking an official or supervisor shall automatically be suspended from Intramurals for one year and will be suspended from the Recreation Center for at least three weeks and possibly longer at the discretion of the Director. All Recreation Center disciplinary actions may be given in combination with university disciplinary action if the situation so warrants.
4. If ejected from a game for misconduct, the player must sit out the remainder of that contest and the team's next scheduled contest at the discretion of the Intramural Director. It is the responsibility of the ejected player to discuss his/her status with the Director on the next working day following the contest.
5. All individuals are responsible for their own actions. A team's action is the responsibility of the team manager.  
Failure to comply with the rules of the sport as well as eligibility and protest rules may result in future loss of Intramural privileges.
6. Repeated unsportsmanlike conduct, disregard for Intramural rules or excessively rough play will result in a forfeiture of the contest. The Intramural supervisor(s) or Director is responsible for making this decision and may do so without the official's recommendation.

## **EQUIPMENT ABUSE**

Any person who willfully causes destruction of, or damage to, equipment shall assume responsibility for the damage and will be assessed the full cost of repairs or replacement. He or she may be suspended from all Intramural participation for an indefinite period of time.

## **VERBAL ABUSE**

Verbal abuse of officials and supervisors will not be tolerated. Penalty will be immediate suspension from the contest, and if further disciplinary action is warranted, the Director of Intramural Sports will render a decision based on the severity of the incident. **PLEASE NOTE:** The Director of Intramural Sports reserves the right to put into immediate effect any new ruling regarding Intramural Sports and unsportsmanlike conduct. The Intramural Director also reserves the right to adjust any rule or make additions as deemed necessary.

## **PROTESTS**

All protests must be made in writing to the Intramural Director no later than 12 noon the next working day following the contest in question. When a protest situation arises during a contest, it is the responsibility of the team manager to notify the officials/supervisor IMMEDIATELY that the contest is under protest. The supervisor will make a full report of the contest under protest. No further contests involving the teams under protest may be played until a decision is made. The Director will review the situation.

A review of the protest situation will include:

1. Reading the written incident/protest report from the supervisor
2. Reading the written protest from the team manager
3. Calling the supervisor and/or officials into conference to discuss the incident
4. Making a decision based on the above information

If the decision is to uphold the protest, the managers from both teams will be notified and given the basis of the decision. If the protest is denied, the team captain requesting the protest will be notified and told the reason for the denial.

The Director will then give the option of appealing the decision to the Intramural Advisory Council. The Advisory Council will:

1. Read the protest
2. Review the Director's decision
3. Discuss the incident
4. Vote - there must be five members of the board present for this vote and one must be an officer
5. Inform the team manager of the decision

## **ALCOHOL OR DRUG ABUSE**

Alcoholic beverages and drugs are not permitted at any Intramural event, including activities held at off-campus playing areas such as the Valley Fields. Contests will not be played and will be forfeited if alcohol or drugs are present. This policy includes spectators who are present at the contest. Participants who appear intoxicated due to alcohol or drug use will not be permitted to participate in Intramural Sports contests. The supervisor and/or officials assigned to the contest have the authority and responsibility to make decisions regarding students who are not permitted to participate, i.e., a) student's breath smells of alcohol; b) student's actions and language. Teams/individuals guilty of alcohol or drug use will be asked to leave the playing area and may be barred from further competition.

## **SPORTSMANSHIP RATING**

Selected team sports incorporate a team Sportsmanship Rating. For each game played, teams will be evaluated by the Intramural supervisor(s) in regards to Sportsmanship. This includes: participants cooperating with officials; playing by the rules; controlling tempers and rough play; avoiding verbal harassment/badgering of officials; and avoiding using profanity. Teams are rated 1-10 in each category, with 10 being the best score. Teams must average a 6.5 or higher to remain in the league and to make the tournament. This 6.5 average also applies during tournament play.

## **FORFEIT POLICY**

The Intramural Office, Sports Supervisor, or Sports Official shall declare a forfeit if:

1. An individual in a singles event, or a team is not ready to play at the scheduled game time.
2. A team uses a player that does not have a full name, legibly written on the score sheet and full name and ID number listed on their official team roster.
3. A team uses a player who is also playing for another team in the same sport. An exception to this is that you can play in a coed AND a men's or women's league, but NOT on more than one women's or more than one men's team in the same sport.

### **Forfeiture of a game will cause the following procedure:**

- A. Forfeited team or individual will pay \$10.00 to the Intramural Sports Office. We will contact you with the due date of your fee – this is a courtesy call. If you do not hear from us, you are still responsible to pay the forfeit fee within two working days of the forfeit.
- B. Forfeit fees will only be processed in the Intramural Office. All financial transactions will take place from 8:30 a.m. - 4:00 p.m., Monday through Friday. Options for payment are: Cash, Visa/MasterCard, your MU ID card (if you have money loaded on it), or check. Make checks payable to: Marquette University.
- C. If the team pays the forfeit/reinstatement fee within two working days, they will remain in the league. Failure to pay this fee could result in the team or individual being dropped from the league, at the discretion of the Intramural Director. Failure to pay the forfeit/reinstatement fee will make the team or individual ineligible to participate in any upcoming events.
- D. Any team or individual forfeiting twice, could be dropped from league play and will be ineligible for post-season tournament play, at the discretion of Intramural Director.
- E. In the event of a double forfeit, both teams will have defeats recorded against their record and both teams will owe the forfeit fee.
- F. In the case of a “No Show”, the winning team must also record its lineup (names and ID Numbers) for the forfeited game and must have at least a minimum of the official number of players.
- G. Teams or individuals that are dropped from the league will be replaced by teams on a waiting list when appropriate. Waiting list teams will absorb losses for all games they missed because of late entry.

## **CALLED IN LOSS**

You will not receive a “forfeit” (just a loss) if you call the Intramural Office 24 hours before your scheduled game (call on Friday for weekend games) to let us know you won't make your game. **This must be done before 4:30 p.m. – No Exceptions! DO NOT CALL THE OTHER TEAM.** If you do, you WILL receive a forfeit.

## **INCLEMENT WEATHER**

Call 414-288-1558 – If games are cancelled, there will be a voicemail recording left after hours stating the date and times of cancelled games. If there is no message concerning weather, the games are still on as scheduled. You should go to the game with a full team, ready to play. If games are on and you don't show with enough players OR you don't show at all, you will receive a forfeit. On-site Supervisors have final say on playing/continuing the contest.

## **THE STUDENTS**

The Intramural Sports Program recognizes the importance of two student groups that help its activities to run smoothly: Intramural Managers and Student Staff (Sports Officials/Supervisors/Office Staff).

The Intramural Manager is responsible for attending all Managers' Meetings so that he/she is able to distribute all pertinent rules and information to teammates. This job should not be taken lightly, as the manager is responsible for the actions of his/her teammates. Each team must have a manager. Some of the manager's responsibilities include:

1. Encouraging participation in all Intramural activities.
2. Organizing teams and entering them into competition before the deadline date. Full names and ID numbers must be on the roster.
3. Checking the eligibility of all your players.
4. Notifying players of dates, times, and places of scheduled contests.
5. AT THE CONTEST, MAKE SURE THAT ALL PARTICIPANTS FULL NAMES ARE LISTED ON THE SCORESHEET, ARE LEGIBLE, AND THAT PARTICIPANTS LISTED ARE ACTUALLY PLAYING. A forfeit will be declared if you have listed an ineligible player on the scorecard. YOU CANNOT ADD PLAYERS AT YOUR CONTEST!
6. Frequently picking up information from the Intramural Sports Office and posting or distributing all information received.
7. Attending all scheduled Managers' Meetings. He/She will be held accountable for all information and rules discussed at these meetings.
8. Keeping his/her name, address, email and telephone number up to date with the Intramural Sports Office.
9. Paying any forfeit fee on time and seeing that his/her team never forfeits a game (remember that two forfeits may exclude a team from tournament play).
11. Assuming responsibility for the conduct of the team members before, during, and after all Intramural games.
12. Check their Intramural game schedule on a weekly basis in case there are schedule changes.

The Student Staff is the heart of the Intramural Sports Program at Marquette. Jobs range from Intramural Sports Officials and Supervisors to Office Staff. The student workers gain experience that serves them for many years after leaving Marquette. The Intramural Sports Program employs approximately 120 Marquette students during the academic year.

There are openings for officials in the following sports:

Football	Volleyball	Kickball	Bags
Innertube Water Polo	Basketball	Floor Hockey	Ultimate Frisbee
Softball	Dodgeball		

For employment information, there are several options. You can contact the Intramural Office at 414-288-1558 before 4:30 p.m., Monday through Friday, log on to Job Connection through the Marquette website, or go to the Intramural Sports website at: <http://www.mu.edu/recsports> and click on the Intramural Sports link.