Recreational Sports Policies

- **GENERAL POLICIES**
  - **PARTICIPANT ACCESS**
    - Access to the Recreational Sports facilities is intended for use and enjoyment of current MU students and other authorized members. Appropriate ID must be presented for entry at ALL times.
    - MU students must present valid MU student ID. If the photo, name, and MU ID number are not legible on the card, or if the MU card does not scan, the card is not valid. NO student ID= NO entry.
    - Faculty/Staff with valid memberships may enter the facility with his/her MU ID.
    - Alumni members, and Community members (Rec Plex only) may enter the facility with his/her Rec Sports ID.
    - MU IDs are for the exclusive use of the person named on the card and nontransferable. Misuse of MU IDs will be confiscated and access to the facilities will be denied.
  - **CONDUCT**
    - Use of the Recreational Sports facilities is a privilege. Members and guests must respect others and display appropriate behaviors while participating in the facilities. Recreational Sports Department reserves the right to refuse access or remove any individual(s) whose behavior is inappropriate or in violation of University rules and regulations and/or the Student Conduct Code.
    - If an incident does occur, the building supervisor will fill out an Incident Report noting the details of the event for further review and actions to be taken by the Recreational Sports administration. If, the building supervisor asks the patron to exit the building the patron shall do so immediately and in a respectful manner.
    - If the patron is unable to do so, Marquette Police Department will be notified.
    - Some of examples of inappropriate behavior could include, but are not limited to the following:
      - Swearing, abusive language, fighting, sexual or other harassment, and failure to follow an established policy.
  - **SAFETY AND GENERAL EXPECTATIONS**
    - Each patron is responsible to determine whether he/she has the proper fitness level to participate in recreational activities. Participants are encouraged to get a physical exam prior to vigorous exercise.
    - Participation at the Recreational Sports facilities is voluntary. In full recognition and appreciation of the dangers and risks of the activity the participants agrees to assume all risks and responsibilities in any way associated with the activity.
    - Patrons are responsible for reading, understanding, and abiding by all rules and regulations of the Department of Recreational Sports.
Failure to comply with staff instructions and proper facility use may result in loss of facility and/or membership privileges.

The Helfaer Recreation Center and Rec Plex reserve the right to render judgment and decisions on policies not specifically stated.

Contact facility staff immediately should an accident, injury, or related incident occur. In addition, report immediately any piece of equipment that is not functioning properly so it can be evaluated and serviced promptly.

Student Building Supervisors are trained in basic First Aid and CPR. If an injury occurs, users are asked to seek treatment from the nearest recreational sports employee. Building Supervisors will provide immediate first aid if necessary. Injured patrons are advised to seek further medical attention if needed. Marquette Police Department will be contacted, if warranted, to help provide assistance. In all injury situations, the injured person and witness to the accident will be asked questions about the incident for a report.

Facility staff is unable to provide ice unless an injury report is filled out by the Building Supervisor or if the person’s name is on the ice list.

**GUEST POLICY**

To sponsor a guest, a member/student must register his/her guest at least two hours in advance. This may be done in person or over the phone.

Helfaer Recreation Center  (414)-288-6976
Rec Plex – (414)-288-7778

The sponsor must either be a current Marquette University student, or have a current recreational sports membership. **Non-member alumni and non-member faculty/staff paying a daily fee to enter the building DO NOT have guest privileges. Upward Bound students DO NOT have guest privileges.**

The sponsor must have a current, valid membership ID card. The guest will also be required to show a current photo ID. Guests 14 or older must have a photo ID.

When registering a guest in advance, the sponsor will need to provide the following information: date of visit, sponsor’s name, membership ID number and guest’s full first and last name.

Any change in sponsor or guest name must be made no later than two hours in advance of the requested visit. **Name changes at the door are not accepted.**

Each member is allowed to bring in no more than two guests per visit. The director or general manager must approve requests for more guests. Members playing doubles tennis or handball/racquetball are allowed to bring in three guests. A guest cannot page a sponsor already in the building.

A sponsor who is bringing a guest to play tennis or squash at the Helfaer Recreation Center should inform the pro shop of this fact when making a court reservation. The pro shop will inform the main office concerning the guest. A court reservation made for the same date that involves a guest will be considered a valid advance guest reservation.
The sponsor must accompany the guest to the facility and stay with the guest during his/her visit. Guests that require disciplinary action may result in the sponsor’s membership being suspended, revoked (no refund) or loss of guest privileges.

Guest passes must be used at the time of purchase. Guest passes are void upon exiting the facility and may not be used for re-entry. No refunds.

Guests cannot page or search the building for a sponsor already in the building.

A guest may not check out equipment. The sponsor may check out equipment to be used by the guest.

Children age 13 and under must be supervised by an adult at all times.

Members must be 14 or older in order to sponsor a guest. Their guest(s) must be 14 or older.

Guests are not allowed to bring in their children unless they are registered as guests.

The guest policy is a privilege of membership, not a right.

GUEST FEES

Sponsored Guests

- MU Student Guest: $3/visit
- MU Affiliate Guest: $6/visit
- Children 6-12 w/member: $2/visit
- Family*: $6/visit
  - *Family pass allows an ID holder to sponsor his/her immediate family (spouse and dependent children).

Unsponsored Guests

- Alumni*: $6/visit
- Faculty/Staff: $2/visit
- Rec Plex Hotel Guest: $2/visit
  - *With valid alumni card; unsponsored guests do not have guest privileges

DRESS CODE

Shirts

- Patrons must wear appropriate attire at all times; clothing that is offensive, suggestive, or overly revealing is not allowed.
- Long sleeve, short sleeve or sleeveless shirts must be worn at all times. Shirts must fully cover the sides/torso and midriff areas.

Shorts/Pants

- Athletic pants or shorts must be worn at all times. Shorts must cover the buttocks/groin region.
- Dress pants, jeans, or other items with rivets, buttons or zippers that may damage the upholstery are not allowed.

Shoes

- Closed toe/closed heel athletic shoes with non-marking soles are required.
- Cleats, sandals, flip-flops, or dress shoes are not allowed. Bike shoes ARE permitted on spin bikes only.
Acceptable attire is held to the discretion of the Department of Recreational Sports Management. Anyone in violation of the dress code will be asked to change clothes or leave the workout area. Dress Code page 20.

- **LOCKER AND TOWEL FEES**
  - **LOCKER RENTAL**
    - Daily key lockers are available for use on a day-to-day basis; key lockers are available in the main office of the Rec Plex and the service area of the Helfaer Recreation Center. A $15 fee will be assessed if you lose the locker key.
    - Hallway lockers at the Helfaer Recreation Center are for daily use only, and will be cleaned out at the end of each day.
    - Combination lockers are available for rent. These lockers can be purchased for a semester or year. Lockers must be vacated by the end of the rental agreement. The member will be charged a $10 service fee if the locker is not vacated and items will not be returned until the fee is paid. Items will be held for three months.
    - We are not responsible for lost or stolen articles from lockers or the facilities.
  - **LOCKER RENTAL FEES**
    - $12/semester, $6/summer, $30/year
  - **TOWEL SERVICE**
    - **Helfaer Recreation Center**: Towel service may be purchased on a daily, semester or yearly basis. Soiled towels are exchanged for clean ones at the service area. Towels must be returned by the locker clean-out dates.
    - **Rec Plex**: Towel service may be purchased on a semester or yearly basis. Towels will be distributed upon entering and checking into the facility. Soiled towels are discarded at the main desk. Towel rental term corresponds to the locker clean-out dates listed above. The cost is the same for individual or families.
  - **TOWEL SERVICE FEES**
    - $16/semester, $8/summer, $40/year, $2/daily

- **LOST AND FOUND**
  - The Department of Recreational Sports is not responsible for lost, stolen, damaged, or unattended personal items.
  - Locker use is strongly encouraged to store personal belongings. Please refer to the “Locker Rental” section for more information.
  - Lost items should be turned into a recreational sports staff. Lost and Found items are stored in the service area or main office at the Helfaer Recreation Center or in the main office at the Rec Plex.
  - **Items with significant value** (i.e. jewelry, cell phones, MP3s, wallets, etc.), and **MU student IDs are immediately turned over to DPS**.
  - Items such as water bottles and clothing will be held for a month and then donated or discarded.
- **ELECTRONIC RECORDING DEVICES POLICY**
  Marquette University and the Department of Recreational Sports respect the privacy of all our students, members and guests. All cell phones, cameras, video recorders, iPods/MP3 players with video capabilities, laptop computers or any other electronic video recording devices are strictly prohibited from the following areas:
  - Locker Rooms
  - Steam Rooms
  - Saunas
  - Whirlpools
  - Swimming Pools
  - Restrooms
  - Massage Therapy Room
  - Weight Room
  - Fitness Center
  - Group Fitness Studios
  - Cardio Courts

  If there is a need to record a particular activity or event we ask that you contact the recreational sports administration. We ask that all patrons abide by this policy and report any policy abuse or suspicious behavior to management. Failure to abide by this policy could result in immediate suspension of membership privileges and prosecution under the full extent of the law.

- **ALCOHOL/DRUGS/SMOKING/TOBACCO**
  - The Recreational Sports facilities are substance-free facilities.
  - Alcoholic beverages, illegal drugs, steroids, tobacco products, and electronic cigarettes are not permitted in the facilities.
  - Individuals shall not use the facilities while under the influence of alcohol or drugs.
  - Smoking is not permitted within 25 feet of entrances to the recreational sports facilities.

- **AREA SPECIFIC POLICIES**
  - **LOCKER ROOMS**
    - Children 13 years of age or under are not permitted in the Men or Women’s Locker Room at any time unless accompanied by a parent or guardian.
    - A lock and key may be checked out from the Rec Plex main office or Rec Center service area during your visit with an ID card.
    - No food or beverages should be kept in lockers.
    - Do not walk on carpeted areas while still wet. Please dry off on tiled area near showers.
    - Dirty towels are to be taken back up to the main office at the Rec Plex and service area at the Rec Center. Please limit your towel use to 2 towels per visit at the Rec Plex and 1 towel per visit at the Rec Center.
    - Marquette University is not responsible for lost or stolen items.
    - If you need assistance, contact the main office at the Rec Plex and the service area at the Rec Center.
    - Report any damaged lockers to the main office at the Rec Plex and the service area at the Rec Center.
    - Report any suspicious behavior to the main office at the Rec Plex and the service area at the Rec Center.
- Treat other members with the same consideration and respect you would expect.

**FAMILY LOCKER ROOM POLICIES – REC PLEX**
- Lockers are for daily use only. Any locks left on lockers overnight will be cut off by staff and contents removed. A $5 service fee will be assessed.
- A lock and key may be checked out from the main office during your visit with an ID card.
- Rec Plex Locker Room Etiquette for Parents with Children: All locker rooms are gender specific for parents/guardians. All children should be using the Youth and Family Locker rooms. If child is six (6) or younger they must be accompanied by a parent/guardian in the parent/guardian’s gender locker room. If child is seven (7) and older they can use the gender Youth and Family Locker Room without a parent/guardian.
  - Examples:
    - Mom’s with sons seven (7) and older, the son uses the Men’s Youth and Family Locker.
    - Dads with daughters, six (6) and under must use the Men’s Youth and Family locker room.
    - Mom’s with daughters use the Women’s Youth and Family Locker Room.
    - Dad’s with sons use the men’s Youth and Family Locker Room.

**WHIRLPOOL, SAUNA & STEAMROOM POLICIES**
- State of Wisconsin Department of Health Services DHS 172
- Do not enter the pool if you have a communicable disease or an open cut.
- Do not bring food, drink, gum or tobacco into the pool.
- A soapy shower is required before entering the pool, whirlpool and/or steam room after use of toilet facilities.
- Do not run or engage in rough play in the pool area.
- Do not bring animals into the pool area.
- Minors six (6) years and younger are never permitted to use whirlpool/steam/sauna. Children 13 and under must be supervised by and adult at all times.
- Persons under the influence of alcohol or drug may not use the whirlpool.
- Pregnant women and the elderly should consult their physician regarding whirlpool usage.
- Lengthy exposure may be hazardous to your health and may result in nausea, dizziness or fainting. Suggested maximum use is 10 minutes.
- Gradual cooling down period is recommended following any exercise. Wait at least 10 minutes after exercise before using the whirlpool, sauna or steam room or between uses.
- Do not use while under the influence of anti-coagulants, anti-histamines, vasoconstrictors, vasodilators, stimulants, hypnotics, narcotics or tranquilizers.
• Check with your doctor regarding health questions.
• If an emergency arises, an emergency call box is located on the whirlpool deck. Activation of this alarm will immediately alert staff and Marquette Police.

**YOGA ROOM**
• Children 13 years of age and under are not permitted in the yoga room at any time unless accompanied by a parent or guardian.
• Proper workout attire must be worn at all times. (Shirts, shorts/sweats etc.)
• No food allowed in the yoga room.
• Please wipe down mats after use. Disposable towels and cleaner are available.
• Backpacks, purses, jackets, gym bags, etc. are not allowed for safety and security reasons. Please check out a locker at the main office for your belongings. Marquette University is not responsible for lost or stolen items.
• The yoga room at the Rec Plex houses the massage therapy room (Room 154M). When massages are in session, no one will be allowed in the yoga room.
• Alert main office of any problems, injuries, damaged equipment including improper use of any equipment.

**SMALL GYM POLICIES AT THE REC PLEX**
• No food or beverage allowed in gym.
• Swearing and physical fighting will not be tolerated.
• No dunking or hanging on the rims.
• Proper workout attire must be worn at all times (shorts/sweats, shoes).
• Absolutely no black-soled running shoes allowed in gym.
• Children 13 years of age and under must be supervised at all times by a parent or guardian.
• If an emergency arises, an emergency call box is located on the 2nd floor, near the first aid room.

**RUNNING TRACK POLICIES**
• Children 13 and under must be accompanied and supervised by an adult.
• All runners and walkers should stay close to the inside perimeter. The outside lane is for passing only.
• For safety, and as a courtesy to all track users, running and/or walking side by side is not allowed when others are present.
• Look before entering and exiting the track so as not to interfere with other persons.
• Proper workout attire must be worn at all times while using the track.
• Black sole shoes are permitted on running track only.
• Please follow proper direction according to the day (odd or even).

**LARGE GYM AND MULTI-PURPOSE ROOM (MPR) POLICIES**
• No food or beverage allowed in gym.
• Swearing and physical fighting will not be tolerated.
• No dunking or hanging on the side rims. No hanging on the main
buckets. Players attempting to dunk resulting in damage to the rim, net or backboard will be held responsible for all damages.

- Proper workout attire must be worn at all times (shorts/sweats, shoes). Absolutely no black-soled allowed in gym.
- Children 13 years of age and under must be supervised at all times.
- Bleachers at the Rec Plex are NOT allowed to be pulled out without staff supervision.
- Volleyball standards will be set up by building staff during designated times if interest warrants them to be set-up.

**BASKETBALL COURT RULES AT THE REC PLEX LARGE GYM:**

- NOON HOOPS 11:30am – 1:30pm
- Games will be played to 11 points, win by 1, when no one is waiting to play.
- Games will be played to 7 points, win by 1, when there are one or more persons waiting to play
- If there are 16 or more players, then side-to-side play will be used.
- If players entering a new game do not have a full team 4/5, then the losing team will shoot foul shots to decide who plays with the incoming players.
- Games will be played to 11, win by 1. At busy times the court will be broken down to side by side play.

**BASKETBALL COURT RULES AT THE REC CENTER MPR (GYM):**

- Court #3 challenge court, full court basketball permitted. Also available for badminton
- Court #5 reserved for volleyball.
- When and if necessary, due to a large number of participants, court #1, then court #2, then court #3, then court #4 will be broken into half court games.
- If more space is still needed for play court #1, then #2, then #4 will be broken into quarter court games
- Challengers must select players that have not participated in a previous game. You cannot select a player from the losing team.
- Challengers will forfeit their turn, if they are involved in another game while they are watching

**FREE WEIGHT ROOM POLICIES**

- A minimum of 2 persons is required to be present to use the following pieces of equipment: bench press, incline bench, decline and shoulder press bench. Safety and liability concerns require the use of a spotter on such exercises.
- Everyone MUST wear appropriate workout clothes, i.e., shorts, sweats, shirts and athletic shoes (no sandals, flip flops, etc.). Please refer to Dress Code.
- Free Weight Room equipment may not be taken out of free weight room.
- Lifters are asked not to monopolize equipment. During busy hours users are asked to alternate sets.
- Boom boxes at the Rec Plex are allowed as long as they do not disturb
other users or David Straz Jr. Tower residents.

- No one under the age of 16 will be allowed in the free weight area without direct supervision of a parent/legal guardian.

**GENERAL LIFTING RULES**
- Deadlifting is only allowed on platform. NO LIFTS ABOVE SHOULDERS.
- Banging and dropping of weights will not be tolerated.
- Do not attempt overhead lifting exercise around people who are lying down.
- Be careful that plates do not slide off bars. Use of collars is advised.
- Weight belts are advised. These can be checked at the weight room desk.
- Alert facility staff of any problems, injuries, damaged equipment including improper use of any equipment.

**EQUIPMENT CARE AND USE**
- The rubber flooring is not a deadlifting platform. Place weights gently on the mats.
- Return barbells and dumbbells to proper storage areas when not in use. DO NOT rely on other lifters to put away your equipment.
- Remove plates from bars and place on storage pegs.

**REC PLEX FITNESS, REC CENTER WEIGHT ROOM AND CARDIO COURTS**
- Children 13 years of age and under are not permitted in the fitness center or cardio courts at any time unless accompanied by a parent or guardian.
- Proper workout attire must be worn at all times (shirt, shorts/sweats, athletic shoes – no sandals or flip-flops, no jeans or cut-offs). Please refer to Dress Code.
- No food allowed in the fitness center or cardio courts.
- Please wipe down machine after use. Disposable towels and cleaner are available.
- Backpacks, purses, jackets, gym bags, etc. are not allowed for safety and security reasons.
- Please check out a locker at the main office or service area for your belongings. Marquette University is not responsible for lost or stolen items.
- Sign-up procedures are posted and MUST be followed. All workouts at the Rec Center must be limited to 30 minutes and 20 minutes at the Rec Plex, whenever someone is waiting for a machine. This includes a warm up and cool down period. Sign-up any time you use the machine, even if no one is waiting.
- At the Rec Plex, sign-up on the white dry-erase boards by recording your name and the time you begin your workout.
- Please use proper form and technique with all fitness equipment. Abuse of equipment will not be tolerated.
- Patrons not familiar with the fitness equipment are strongly encouraged to make an appointment with the wellness center staff.
Alert facility staff of any problems, injuries, damaged equipment including equipment in need of repair.

**STRETCHING AREAS**
- Equipment must remain in the designated areas. Do not move equipment from this area to other areas in the recreation facility.
- Completely wipe mats on both sides after use with spray disinfectant and cleaning towels.

**SPIN ROOM**
- The spin room is locked at all times if a class is not in session for liability purposes.
- All bikes must be wiped down after use.

**GROUP FITNESS**
- Participants must purchase a Fit Pass to participate in classes.
- Fit Passes may be purchased at both main offices.
- Fit Passes are valid for both facilities.
- Group Fitness office number is (414) 288-6979
- No refunds on Fit Passes.

**WELLNESS CENTERS**
- Drop in appointments are available during regular scheduled hours.
- More formal appointments can be made by calling (414) 288-3303.

**BUILDING OPERATIONS**
- **BICYCLES/ SKATEBOARDS/IN-LINE SKATES**
  - Bicycles, skateboards and in-line skates are not permitted to be used in the recreation facilities.
- **CLOSING PROCEDURES**
  - All areas, including the locker rooms, shall be vacated by closing time.
  - Announcements are made as closing times near.
  - A final announcement will be made at closing time.
  - Participants are expected to finish all workouts, re-rack all weight equipment, return any equipment, finish showering and exit the facility prior to closing.
- **EMERGENCY CLOSING**
  - Participants must stop participation within the recreation facilities during a power outage or University emergency.
- **WEATHER CLOSING/ DELAYED OPENING/ EARLY CLOSING**
  - If the University closes due to weather, the recreation facilities will remain open unless otherwise posted.
- **SCHEDULED CLOSURE**
  - Areas of the recreation facilities or the entire facility may be closed and/or restricted due to a special event, scheduled cleaning, maintenance, or unforeseen circumstances.

**TENNIS COURTS AND RACQUETBALL COURTS PROCEDURES AND POLICIES**
Reservations for tennis and racquetball courts may be made no earlier than 48 hours in advance.
- **Helfaer Recreation Center** (414) 288-6389: To reserve courts; call after 2:00 pm.
- **Rec Plex** (414) 288-7778: To reserve racquetball/handball/wallyball or squash court, call after 2:30 pm.
- *(It is advised that you make court reservations as early as possible. Be prepared to provide your name and ID number)*
- **Only members and current students are permitted to make advance reservations**
- Anyone making a reservation will be held responsible for the court fee in the event of a no-show or late cancellation. In these instances, the court fee is still assessed and must be paid before reserving another court.
- Persons unable to appear for their reserved time must contact the Helfaer Recreation Center pro shop at (414) 288-6389 or Rec Plex main office at (414) 288-7778 a minimum of two hours in advance so the court can be made available to other players. Failure to properly observe this policy will result in a loss of reservation privileges until the charge has been paid. In addition, other building privileges may be suspended. The court fee charges will be assessed according to the status of the individual whose name is on record as having made the reservation. A ten-minute grace period on all court reservations will be strictly enforced. After the first ten minutes, courts will open up to other patrons.
- Consecutive play is not allowed, except in the case of an intramural sports reservations are not permitted, nor are reservations made in the name of others. Court hopping is not permitted even if the court is not being used.
- To be fair to all players, it is necessary that play stop immediately when time has ended. Anyone playing longer than the allotted court time may be assessed an additional fee. You may be asked to leave the court for failing to abide by the rules.
- Only tennis shoes with non-marking soles are allowed on the tennis courts. Running shoes, basketball shoes and any waffle pattern sole are not acceptable. Soles must be flat; for example, a flat herringbone pattern is acceptable. Patrons who do not have proper footwear will not be allowed on the courts. For specific examples, please ask at the main office.

**HELFAER COURT HOURS AND FEES**
- All courts reserved on the hour for 60-minute periods unless otherwise noted.
- **Tennis Courts Fees:** $5/court MU full-time students; $10/court all other users
- **Tennis Court Early Bird Fees:** (7:00am to 9:00am) – $4/court all users

**RACQUETBALL HOURS AND FEES**
- **All Times:** $3.50/reserved court; no charge for walk-ins (no reservations) - MU students; $4/court - All other users.
Fees: $3.50/reserved court; no charge for walk-ins (no reservation) – MU students; $4/court – All other users. Prepay card available: purchase 10, receive 2 free
Court lights will be turned on when the court is paid in full.

GOLF RANGE
Fees: $2/court for 30 minutes; $4/court for 60 minutes

SQUASH
All Times: No Charge

POOL PROCEDURES
All swimmers are required to wear swimming suits.
No shoes are allowed on the pool deck except for flip-flops.
No running or pushing on the pool deck is allowed, and no dunking in the water is allowed.
Only one person is allowed on the diving board at a time and only one bounce is allowed on the diving board at the Rec Center. Diving board users must dive forward off the end of the diving board.
The 3-meter diving board is only open on special occasions. Only the Aquatics Director can make the decision to open this board. The 1-meter diving board can be opened when there are enough lanes to accommodate other lap swimmers, or during specified times.
The radio may be turned on to an acceptable volume. Patrons reserve the right to have the lifeguard change the radio station or turn off the radio. Lifeguards are not allowed to play any music that is offensive or contains any profanity.
The only acceptable flotation devices are lifejackets and water wings. A parent must be in the water with any child who uses a flotation device.
Patrons are not to hang on the lane lines.
Lifeguards may eject any individual from the pool as they see necessary.
No food or beverages, gum or tobacco allowed in pool area.
Always take a soapy shower before entering the pool. Remove any jewelry, Band-aids or other loose items.
Children 13 years or younger must be accompanied by an adult. Closely watch non-swimmers and children.
Shower before entering pool and after using toilet facilities.
Glass and objects that can shatter are prohibited in pool area.
Diaper changing on the pool deck is prohibited. Family Locker Rooms have changing tables.
Do not bring animals into the pool area.
No running, pushing or rough play.
Do not enter the pool if you have a communicable disease or open cut.
Dive only in deep water (greater than six feet). Know the water depth before entering.
In an EMERGENCY situation summon help by pressing the emergency call boxes located on the pool deck. Operating instructions are located at each activation site.
Failure to comply with these policies or with staff direction could result in suspension or revocation of privileges.

**NORRIS PARK**

- No smoking on the fields or in any of the buildings (Gatehouse, restrooms, storage rooms).
- No alcoholic beverages of any kind are allowed anywhere in the facility.
- No gum or tobacco chewing on the fields (causes removal problems/stains).
- No climbing on batting cage, soccer goals or over fences of any kind.
- No biking on the grass.
- Softball games should be faced away from the gatehouse so as to not break gatehouse windows with bad throws or foul tips.
- No dogs allowed!

**INTRAMURAL SPORTS**

**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 players 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
d. Basketball: 2
   b. Volleyball: 2
e. Futsal: 1
c. Softball: 2

CONSEQUENCES OF INELIGIBILITY

- 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.
- 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

- 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). Recreational Sports disciplinary action may be given in combination with university disciplinary actions if the situation so warrants.
- 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.

- Any player striking an official or supervisor shall automatically be suspended from Intramurals for one year and will be suspended from the recreational sports facilities for at least three weeks and possibly longer at the discretion of the Director. Recreational Sports disciplinary actions may be given in combination with university disciplinary action if the situation so warrants.
- 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.
- 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.
- 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 Sports 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:**
  1. 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.
  2. 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.
  3. 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.
  4. 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.
  5. In the event of a double forfeit, both teams will have defeats recorded against their record and both teams will owe the forfeit fee.
  6. 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.
  7. 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.
April 2013

New Dress Code
Effective July 1, 2013

In order to maintain a safe, healthy and welcoming environment, the Department of Recreational Sports requires all participants to abide by the following Dress Code:

Dress Code for Fitness Center/Weight Room/Cardio Courts/Spin Room

**SHIRTS**
- Patrons must wear appropriate attire at all times; clothing that is offensive, suggestive or overly revealing is not allowed.
- Long sleeve, short sleeve or sleeveless shirts must be worn at all times. Shirts must fully cover the sides/torso and midriff areas.

**SHORTS/PANTS**
- Athletic pants or shorts must be worn at all times. Shorts must cover the buttocks/groin region.
- Dress pants, jeans or other items with rivets, buttons or zippers that may damage the upholstery are not allowed.

**SHOES**
- Closed toe/closed heel athletic shoes with non-marking soles are required.
- Cleats, sandals, flip-flops or dress shoes are not allowed. Bike shoes ARE permitted on spin bikes.

Acceptable attire is held to the discretion of the Department of Recreational Sports Management.

Anyone in violation of the dress code will be asked to change clothes or leave the workout area.