Xavier University Recreational Sports Department

Intramural Captains Manual

Intramural Sports
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http://www.xavier.edu/recsports/
REGISTRATION

All teams are to register of ImLeagues.com. All players must pay an individual Pay-to-Play fee. (Instructions are at www.xavier.edu/recsports)

Team names are subject to the approval of the Intramural Coordinator. Any names deemed inappropriate will not be allowed in any fashion. Although a team name may be accepted at time of entry, it may, after review, be deemed inappropriate and thus be disallowed.

Each team must have a representative attend the MANDATORY Captain’s Meeting scheduled prior to the start of the season. The Captain, or team representative, must be present at this meeting to receive important information regarding sport rules and scheduling. Failure to attend Captains Meeting will result in a forfeit! (or default if properly notified)

Teams not in attendance at the Captain’s meetings will not be schedule into leagues and tournaments. All individuals must have paid their Pay-to-Play fee by the specified deadline for each XUIM session.

FORFEITS AND DEFAULTS

1. Any team or individual that fails to be ready for a contest at the appointed time with their current XU All Card will forfeit to the opponent! (Ready means checked in and ready to play). If neither teams nor individuals are ready (within ten minutes of scheduled game start time), both will be charged with a forfeit. To obtain a contest victory by forfeit, the required number of participants must be present and ready to play.

2. After a team forfeits two games they will be dropped from the league and will not advance into the playoffs.

3. Forfeited contests will not be rescheduled.

4. Missed mandatory captain meetings will count as a forfeit (or a default If proper notice is given) and may result in team being dropped from the schedule.

5. A team may DEFAULT once:
   a. Any team or individual knowing in advance that they will not be able to play a regularly scheduled contest is provided the opportunity to default that contest.
   b. In order for a contest to be considered a default, the team Captain must call in the default to the Intramural Director by 3:00pm the day of the contest.
   c. A loss by default will not be counted as a forfeit; however, 2 defaults equal a forfeit.
   d. No postponements will be made because of the absence of team members.
FREE AGENTS

Individuals as well as teams are encouraged to participate in intramurals. Teams are usually formed from residence hall units, student organizations, hometown affiliations, and often simply groups of friends. If you want to participate in intramurals, but you don’t know enough people to form a team, you can register on ImLeagues.com as a Free Agent. Your information will then be posted for team captains to see and contact you if interested. We may also form a team from the Free Agent List if there are enough on the list. Teams formed from the free agent list are still required to pay the required registration fee.

SPORTS SCHEDULES

Individual sports schedules will be available online following the Captains Meeting. It is the Captain or individual participant’s responsibility to view the schedule and know when and where they are to play. Any schedule changes will be located on our website and captains will be notified accordingly. The most updated schedule will always be online.

PROTESTS

No protest will be accepted for consideration unless it is First Registered with the official in charge of the contest at the time the prompting incident occurs. Do not wait until the contest is completed to register a protest. Appeals concerning play rulings, rule interpretations, or identification of an individual must be made at the time they occur on the field! The XUIM Manager may be called upon to settle the appeal, but only if the appeal is made before the next play begins. The team captain should tell the official they wish to protest the ruling and indicate clearly that he/she wants play stopped until the protest is resolved or written-up. All completed protest forms must be turned in with the manager’s daily paperwork. Once play is resumed, a team forfeits its opportunity to protest a play ruling. Rulings involving the official's judgment are not subject to protest. Examples include: Out/safe call, balls/strikes, in/out of bounds, or fair/foul calls.

GENERAL RULES

1. Any unsportsmanlike conduct, including arguments with officials (the captain is the only player permitted to talk with the officials) by any player or spectator, flagrant fouling, fighting, etc. will result in expulsion of that individual and/or team from further participation in that scheduled game.
   a. A player suspended from the game for unsportsmanlike conduct must leave the field of play immediately, and will be declared ineligible for his/her team’s next played game. Failure to leave results in an immediate forfeiture. Any second occurrence of unsportsmanlike conduct by a team will result in that team being eliminated for the remainder of the season.
   b. Ejected participants must meet with the Intramural Director and the conduct board.
2. Any disputed discussions based on rules (not judgment) will be solved on the field at the time the dispute occurs even if it involves checking the official rule guide and/or getting an official interpretation from the Intramural Director, the specific sport’s manager, or the manager on duty. If not resolved, a protest form may be completed.
3. Only officials and players (including substitutes) wearing proper attire are permitted on the field/court. Tobacco usage is not permitted at XUIM events. Failure to comply with all Intramural
Rules and Regulations for IM events by spectators will result in immediate expulsion of the spectators and possible forfeiture of the game.

4. Teams are not permitted to be on the field/court until their game time unless the field/court is unoccupied and their actions are not interfering with an ongoing XUIM event. Any team failing to comply may be penalized by a score (1 run in their upcoming softball game or 6 points in their upcoming flag football game.) Continued disregard for this regulation will result in the team’s forfeiture of their upcoming contest.

5. Any unnecessary horseplay or dangerous actions will not be tolerated at any time during intramural events. The violator will be suspended from playing in the game that day and his or her next scheduled game. If the violation takes place after the game is over, a similar penalty will carry over to the next game. Continued disregard for this regulation will result in the team being eliminated for the remainder of the season.

6. Teams and their fans are not allowed to bring alcoholic beverages to the events. Violators will be removed from the intramural facilities with possible forfeiture of the game for the team in question. Players and fans coming to XUIM events under the influence could also face police action. They may also be banned from all intramural events until they have met with the Intramural Director.

7. Equipment provided for use in XUIM programmed events is very expensive; therefore, any unnecessary abuse will result in the team being charged replacement costs for new equipment and must be paid before the team may continue to play.

8. PLAYER EQUIPMENT: Head decorations, headwear, and/or jewelry of any kind (rings, watches, and necklaces) are illegal. Headbands no wider than two inches (2”) made of nonabrasive, unadorned, cloth, fiber, soft leather, or rubber are legal. Headbands (just described) and rubber (elastic) bands to control the hair are the only legal pieces of equipment on the head. Barrettes or any other soft hair control devices, including ribbons are illegal.

9. Although teams will sometimes be notified, depending on the circumstances, when they are scheduled to play, it is not solely the responsibility of the Intramural Staff to keep each team aware of their next scheduled contest. Schedules will always be posted outside of the Intramural office and will be available online at www.xavier.edu/recsports or by calling the Intramural office at x3671.

**ELIGIBILITY**

All officially enrolled students, faculty, and staff members of Xavier University are eligible to participate in scheduled Intramural Sports Programs as defined in the following rules:

1. No student, staff or faculty member may participate on more than one team in the same division (men, women, or co-ed) of a particular sport. A person may not change teams after playing in one game with a team, except as defined in #2 and #3 below.

2. Those individuals on a team that forfeits (does not play) its first two games are eligible to play on another team.

3. Rosters of teams shall be comprised of team members’ names as they are listed on the team’s roster sheet. Once a name appears on a roster sheet, they are considered members of that team. New players may be added through the second game of the regular season only as long as they have not previously played on another team. No new player can be added after a team has played their second game of the regular season.
   a. Varsity Team members: Any student who has competed on a senior college team in a regularly scheduled match/game shall be ineligible to compete in that sport or any associated sports for a period of one year (2 semesters) from the last semester they participated in that varsity sport.
   b. Squad members shall be defined as students who have suited up for an intercollegiate contest with a varsity team (including holdouts and ineligibles), or students who are regularly practicing after the first intercollegiate contest.
   c. Students whose names appear on an official intercollegiate varsity squad list shall be ineligible to compete in that sport or associated sports for a period of one year (2 semesters) from the last semester they participated in that varsity sport. (Clarification: Regardless of whether name is removed from the squad list.)

5. All scholarship athletes shall be ineligible to compete in sport or associated sports in which they received their scholarship for a period of one year (2 semesters) from the last semester they participated in that varsity sport.

6. Professional Athletes
   a. For intramural purposes a professional athlete is defined as:
      1. An individual who has received pay for playing, including appearance money or…
      2. Is recognized by the sport’s governing body as a professional.
   b. A professional athlete is barred from this sport in which he/she were a professional for a period of five years from the time he/she last played as a professional.

7. Intramural teams relating to club sport teams may participate with an unlimited number of club members unless it is deemed an unfair advantage.

8. The intramural staff may forfeit any contest upon discovery of ineligible participant(s).

9. Teams may not play ineligible players even by mutual agreement of both team captains and the other players in the contest. Such players shall be ineligible for all competition until reinstated.

10. During league play all contests in which an ineligible player participates shall be recorded as a forfeit win for the opposing team and the ineligible player will be suspended for the remainder of that specific sport.

11. During playoffs, the last contest in which an ineligible player participated shall be recorded as a forfeit win for the opposing team.

**Ineligible/Illegal Participant Defined:**

1. All Non XU Student, Non XU Faculty/Staff. All team(s) affected will receive a forfeit for each contest the Ineligible/illegal participant played in.
2. A legal participant playing on 2 teams, the affected team will receive a loss and the participant will be suspended from his original roster team for a minimum of one game. **Note: The 1st team a player plays for is considered his/her legal team.**
3. Teams using a non-roster player shall receive a loss for that game and the offending player shall be suspended for at least 1 game.
4. All games played with ineligible/illegal players will be counted as a forfeit.
SPORTSMANSHIP

Sportsmanship is vital to the success of each and every program we offer to the university community. In order to encourage proper conduct before, during and after a scheduled contest, the Intramural Sports Department has developed a rating system. The rating procedure is as follows:

1. In order for a team to qualify for the post-season playoffs they must have:
   a. A sufficient win/loss record (depending on the sport)
   b. "2.75" Average Sportsmanship Rating during regular season league play

2. Sportsmanship Rating will be based on the following criteria:
   a. An "A" (4 points) will be awarded to a team which demonstrates extremely good sportsmanship and maintains an attitude of complete cooperation.
   b. A "B" (3 points) will be awarded to a team if there is no incident of poor sportsmanship.
   c. A "C" (2 points) will be awarded to a team when minor infractions of unsportsmanlike conduct are present in the game. A team may receive this score or a lower score depending on the sport unless it receives:
      1. a yellow card in volleyball or soccer
      2. a technical foul in basketball
      3. an unsportsmanlike conduct penalty in football
      4. a verbal warning issued by the umpire in softball to the team captain or player
      5. similar penalties or infractions to those listed above in other sports
   d. A "D" (1 point) will be awarded to a team:
      1. when a player is ejected for abusive remarks
      2. if players, other than the team captain, persist in questioning the officials or if any player repeatedly argues with an official
      3. if spectators, clearly related to the team, fail to cooperate with the officials
   e. An "E" (0 points) will be awarded to a team:
      1. if a player is ejected for striking or shoving an official, opponent, or spectator
      2. if a player(s) is (are) so antagonistic to an official that the game cannot be played with proper order and control
      3. if a player(s) disregard(s) warnings of unnecessary roughness

   A team which receives an "E" rating must have their captain meet with the Intramural Director the following day to be eligible to play their next contest.

3. A team must have a 2.75 point average or better sportsmanship rating during regular season to be eligible for the playoffs.

4. Special Contest Situations
   a. Both teams will receive an "A" Sportsmanship rating for contests which are not rescheduled due to facility problems, power failure, etc.
   b. A team that defaults prior to 3:00 p.m. on the day of the contest will receive no rating.
   c. A team winning a contest by forfeit will receive an "A" rating.
   d. A team losing a contest by forfeit will receive no rating.
   e. If a game is cancelled due to weather, lights, etc., before the start of the second half, both teams will not receive a rating.