

Valparaiso University Intramural Sports Handbook



2016-2017

Recreational Sports Office (North entrance of Fitness Center)

Monday - Friday 9:00 a.m. - 5:00 p.m.

219-464-5211

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Recreational Sports Office

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219-464-5211

Mission



Valparaiso
University

Recreational Sports

The mission of Recreational Sports at Valparaiso University is to provide a comprehensive and varied program of both competitive and recreational experiences. Our program is designed to meet the needs and interests of Valparaiso University students, faculty, and staff.

The program offers competition in sports for women, sports for men, and sports where men and women are combined on teams (Co-ed). Competition is provided in the form of leagues, tournaments, or special events. Team and individual sport experiences are provided. The format established for competition is based upon student interest in any given activity with space availability.

The Intramural Sports program is one of the programs offered through the Valparaiso University Recreational Sports department. Responsibility for the organization and administration rests with the Director of Recreational Sports. The Intramural Advisory Council shall act as a consulting body to the Director of Recreational Sports.

The following objectives and guiding principles give direction to the Recreational Sports Programs:

1. To encourage self-participation and transform spectators into active participants.
2. To offer a variety of physical activities balanced between vigorous and light exercise and team and individual sports which meet present interests and future needs.
3. To provide incentive for a larger number of students in need of physical recreation experiences on an equal basis with fellow participants.
4. To provide an arena whereby social relations and attitudes can be developed and high standards of sportsmanship encouraged.

The policies and procedures stated in this handbook will be used as guidelines to apply toward the Valparaiso University Intramural Sports Program. The Recreational Sports Office reserves the right to modify and/or remove any of these guidelines or rules for the improvement of the program. All participants are expected to comply with these rules and policies that are stated within this publication.

Student Leadership

The Recreational Sports Department recognizes the importance of three student groups that contribute greatly to the Intramural Sports Program at Valparaiso University: the Intramural Advisory Council, the Intramural Sport Coordinators and Officials, and the Intramural Sport Team Captains.

1. **The Intramural Advisory Council (IAC)** is composed of students with leadership abilities and with an interest in intramural sports. These students represent the Valparaiso University student body. The IAC is a voluntary group, which acts as a consulting body to the Director of Recreational Sports. The council also acts as a disciplinary board for the Intramural Sports programs, providing the fundamental principal of “due process” for all participants. It is the goal of the Intramural Advisory Council to allow student input and ideas in order for the Valparaiso University Recreational Sports department to better serve the campus community.

The 2016-2017 Intramural Advisory Council Officers are:

President: Aaron Updike

Vice President: Zach Verant

Treasurer: David Nguyen

Secretary: Kassie Walters

Public Relations: Matt Janke

2. **The Intramural Sport Coordinators, Officials, and Rec Sports Staff** are an integral part of the Intramural Sports program.

- a. Sport coordinators are placed in charge of a specific sport throughout the year. The responsibilities include training and scheduling officials, supervising, evaluating these events, and having officials for any rescheduled games.
- b. Officials are very important to the Intramural Sports program. Training clinics are offered prior to each sport to ensure quality officiating is taking place. Classroom discussion, written tests, and “hands-on” practice are required.
- c. The Athletics-Recreation Center uses students to supervise the various activity areas in the building. Positions include Building Supervisors, Fitness Class Supervisors, and Lifeguards.
- d. Any student interested in working for the Recreational Sports department should visit the Recreational Sports website at <http://valpo.edu/recsports> to request a student application.

3. **The Intramural Team Captains** are a vital link between the Recreational Sports Office and the team or organization they represent. This person should possess strong communication skills, especially between the Graduate Assistant of Recreational Sports (Kelsey.Sopko@valpo.edu) and his or her team. Each team or organization must have a captain. The method by which this person is chosen is entirely left up to the team.

Responsibilities for the captain include:

- a. Organize teams and enter them into competition before the deadline dates.
- b. Encourage participation in all intramural activities.
- c. Check eligibility of all players.
- d. Notify teams and players of date, time, and place of scheduled events.
- e. See that an organization or team never forfeits a game. (Two forfeits exclude a team from tournament play)
- f. Attend all scheduled captain's meetings and rule clinic. Captains will be held accountable for all information discussed at these meetings. If the captain cannot attend this meeting then he or she must send a representative.
 - f.1. If no one attends the captain's meeting then the captain will have to meet with the Graduate Assistant to discuss the leagues rules and sign a form saying they understand the rules of the league.
- g. Check www.IMLeagues.com on a weekly basis to pick up, post, and distribute necessary information.
- h. Keep your name, email address, and telephone number current with the Graduate Assistant of Recreational Sports.
- i. Accept responsibility for the conduct of team members before, during, and after all intramural programs.
- j. Evaluate the programs and officials when requested.
- k. Agree to all rules, guidelines, and policies stated in this publication.

Participation

All Valparaiso University students are encouraged to participate. You may choose to participate with a fraternity/sorority, residence hall, or create an independent team. Faculty/Staff and spouses are also encouraged to participate. Part-time students and alumni are eligible to participate, but must fill out a participation form which can be found at the Recreational Sports office.

NOTE: Participation for alumni is limited to one alumnus per team in team sports and unlimited participation in individual sports, recreation leagues, and co-ed sports. If interest should merit, special alumni teams and leagues may be formed in any sport.

For more eligibility questions, see the Eligibility section.

Equipment

- A. Failure to comply with the rules governing equipment can result in the team forfeiting the game if protested by the opposing team while the contest is still in progress. (See Protests for more info)
- B. Appropriate attire, based on sport, must be worn at all times.
- C. There should not be any jewelry or hats worn during any game, excludes billed hats during softball. If the team is warned two times within one game the referees will call the game as a forfeit for that team.
- D. Any player, coach, or spectator who negligently causes the destruction of or damage to equipment belonging to Valparaiso University shall be held responsible for all subsequent damages and any costs of repairs or replacement. In some cases, the Valparaiso University Police Department may be contacted. (See Player Conduct for more info)

Medical, Accident, Injury Policies

- A. **Physical Examination:** All students are encouraged to have a physical examination by their health care provider prior to participating in the Intramural Sports program. Student participating in Intramural Sports do so at their own risk and Valparaiso University accepts no responsibility in the case of an accident.
- B. **Voluntary Participation:** Since participation in the Intramural Sports program is on a voluntary basis, neither Valparaiso University nor the Recreational Sports department will accept responsibility for injuries sustained while participating in scheduled intramural contests, or in the general recreation program. The field and court supervisor must be consulted in case of injury on the field or court and an accident/injury report must be filled out.
- C. **Student Health Services:** The Student Health Center is open from 8 a.m. to 12 p.m., and 1 p.m. to 4:30 p.m. Monday through Friday, while undergraduate classes are in session. Services are available for all full time undergraduate, graduate, and law students as well as part-time law students. The Health Center is staffed by a doctor, nurse practitioners, registered nurse and a medical assistant. The Health Center is designed to treat acute illness and injuries. Referrals to health care providers in the community are made through the Health Center.
 - C.1. Students who have emergency medical needs may go to Porter Regional Hospital for treatment. The Hospital is located on the corner of Ind. 49 and US Hwy 6. The Hospital's address is 85 E. US US-6 Frontage Rd, Valparaiso, IN, 46383. For non-emergent concerns, students are asked to wait to be seen during health center hours. If an emergency was to occur, please dial 9-1-1 immediately. There is an Urgent Care located at 809 LaPorte Ave, one block south of Lincolnway between Garfield and Roosevelt. The Urgent Care is open 9 a.m. – 9 p.m. and open 7 days a week.
 - C.2. Every student must have completed the student health form and have it on file prior to the first day of classes. Parents are encouraged to provide their student with a copy of their personal insurance and prescription cards while attending Valparaiso University. Parents are advised to

contact their HMO or PPO providers to inform them that their student is attending Valparaiso University and verify the claims filing procedures to follow should the student need medical services.

If you have any questions about the Health Center services, please call 219-464-5060.

Registration

Teams will sign up online at <http://www.IMLeagues.com>. Each team must have the minimum player requirement and have paid their league fee by the registration deadline. All teams must be created by 5 p.m. the day of entry deadline. Teams will pay the sport entry fee in the Recreational Sports office, located at the North Entrance of the Fitness Center during the 9:00 a.m. to 5:00 p.m. office hours. If teams have any questions, please contact the Rec Sports office by calling 219-464-5211.

Sport League:

When entering a sport league, a \$25.00 entry fee is required. Along with a \$25.00 entry fee, a \$25.00 forfeit deposit is also required. This deposit will be refunded in May of the academic year in which it was given, provided the team does **not forfeit** during the league or tournament play. **FORFEIT FEES ARE NOT TRANSFERRABLE FROM YEAR TO YEAR.** Teams that forfeit will lose their deposit and will not be eligible for tournament play unless another \$25.00 (**non-refundable**) deposit is received in the Recreational Sports office no later than **2 p.m. the business day of next game, or a forfeit will be given, unless other arrangements have been made.** Every time a team forfeits a game they are required to pay a \$25 non-refundable deposit. Two forfeits excludes team from making the playoffs. The Forfeit Fee deposit is transferable, under the captain's name, from one sport to another, providing no forfeits occur.

Special Events:

When entering a special event, a fee of \$2.00 is required. Additional costs may be required for specific special events.

Valparaiso University Intramural Sports Registration Procedures

User's Guide for IM Leagues

ALL PARTICIPANTS MUST SET UP AN IMLEAGUES ACCOUNT

1. Go to <https://www.IMLeagues.com>
2. Click "Create Account" in the top right corner.
3. Create your account, and use your VALPO email. (@valpo.edu). Participant must also add current cellphone number for time sensitive information.
4. Once your account has been created, go to your email and check your inbox. Please note that this email may have been sent to your spam folder.

5. Click on the link to activate your account.
6. Click "Ok." (You may have to scroll the screen down to press "Ok" without being taken to another screen.)

PLEASE MAKE SURE YOU:

*Correctly enter your name. Do not abbreviate your name. If the university database has you as "William," do not enter your name as "Bill" into the system.

*Use your Valpo email address.

*Enter your Valpo ID number.

All Students/Faculty/Staff

IF you/your players are having troubles, please contact the Graduate Assistant of Recreational Sports (Kelsey.Sopko@valpo.edu) immediately. **Do not** wait until the deadline, right before the deadline, or the day of the game to try and get issues resolved.

Team Captains: HOW TO CREATE A TEAM (Log onto IMLeagues.com)

1. Click on Intramurals. On the next page Active Sports, select the sport you want to join.
2. After selecting the sport click on what division you want to join, then click +Create button.
3. Each participant must pass the quiz for the sport, and press continue.
4. Read the Release of Liability waiver and after reading press the Accept tab.
5. Once accepted, you may then add a team name. ALL TEAM NAMES MUST BE APPROPRIATE. If the team name is not appropriate the Graduate Assistant will have you change it, if it is not changed by deadline given, your name will automatically be changed by the Graduate Assistant.
6. Decide if your team wants to Auto-Accept members by clicking the down arrow: yes or no
7. Decide if your team is looking for free agents by clicking the down arrow: yes or no
8. Input cellphone number and carrier
 - 8.1. OPTIONAL: Click to allow updates & receive REC*IT updates
9. Pick a team color
10. Click to receive game reminders
11. Click Create Team or Create Team For a Participant
12. Pick time preferences for team

HOW TO INVITE IMLEAGUE USERS TO JOIN YOUR TEAM

1. Next to team name in the left corner click on Team Options
2. Once drop box appears click on “Add Players.”
3. In the search menu, type the first and last name of the person you wish to invite.
4. Click “Search”
5. If the individual is a registered IMLeagues User, their name will pop up; if the name does not pop up, follow the directions under “HOW TO INVITE NON-IMLEAGUE USERS TO JOIN YOUR TEAM.”
6. Next to your individual’s name, click on the blue text that says “Add to Main List.” This will automatically send an email to invite that individual. Please let the individual know they need to accept the invitation to officially be on the team.

HOW TO INVITE NON-IMLEAGUE USERS TO JOIN YOUR TEAM AND CREATE A PROFILE ON IMLEAGUES

1. If the individual is not an IMLeague user, please click “Add by Email.” This is a tab under “Add Players”.
2. Type in the individual’s VALPO email address.
3. Click “Add.” Feel free to enter a subject and message that you wish to send the individual.
4. Click “Invite” IMLeagues will send an email to the individual providing them with all information needed to join your team.

HOW TO ACCEPT TEAM MEMBERS TO YOUR ROSTER AS A CAPTAIN

1. On the left side of your team’s home page, there is a blue tab that says “Requests.”
2. Under the “Requests” tab, please click “Member Requests.”
3. If there is a list of players requesting to join the team, you can either accept or decline the request.
4. Click the green arrow to accept the request. Click the red “X” to decline a request. Players must be approved before they can join a team.

HOW TO JOIN THE SPORT

1. **Create a team** (For Team Captains)
 - a. Captains can invite members to their team by clicking the “Invite Members” tab on the team page. Any invited members must accept the invite to be joined to the team.
 - b. If they’ve already registered on IMLeagues, search for their name, and invite them.
 - c. If they haven’t registered on IMLeagues, scroll down to the “Invite by Email Address” box and enter their email address.

2. **Join a team**

- a. Use the Create/Join button at the top right of the page.
- b. Accept a request from the captain to join his or her team.
- c. Search the team and captain name on the division/league page. Send a request to join the team.
- d. Go to the captain's player card page, view their team, and request to join.

3. **Join as a Free Agent**

- a. You can list yourself as a free agent in as many divisions within a league as you'd like. You will be visible to all members of the site and can request to join teams, as well as post information about yourself.
- b. Refer to the "Join a team" section under HOW TO JOIN THE SPORT to accept an invitation.

INTRAMURAL PARTICIPANTS: HOW TO JOIN A TEAM

1. Click on "Join a team"
2. On the next page under the "Active Sports" tab, select the sport you want to join.
3. Next to the sport, there will be a list of leagues. Please select the league you are interested in joining.
4. When the next page pops up, please select which division you wish to join.
5. Please select "Join Team."
6. Click on the division the team you want to join is in.
7. The list of teams will show. Click on the "Join Team" button next to the team you wish to join.
8. The Team Captain will be notified of your request. You will not officially be on the team until the Team Captain has accepted your request.

All FREE AGENTS are encouraged to attend the sport specific managers' meetings to find a team. If you are a Free Agent and have not found a team by the Manager's meeting, please notify the Rec Sports Office.

If you are a team captain that needs more players, please log on to your IMLeagues account and select the "Looking for Players" option under your team's homepage.

Please contact the Graduate Assistant of Recreational Sports with any questions related to the sports, rules, player eligibility, league times, etc. at Kelsey.Sopko@valpo.edu, or directly calling the Rec Sports office at 219-464-5211.

Eligibility

A. **Guidelines for Eligibility:** Eligibility rules exist for the protection of each team and player in order to fulfill the general and specific objectives of the various intramural programs. Except as provided by the rules, any undergraduate student currently enrolled in the University shall be eligible to participate in intramural sports. ***Graduate students, alumni, and faculty/staff currently affiliated with Valparaiso University are eligible to participate in intramural programs.***

B. Identification:

B.1. All Recreational Sports participants must provide a valid student ID, alumni card, or courtesy card to be eligible to participate in department programs. Participants who do not provide this material will not be allowed to partake in the activity. **NO ID. NO PLAY. NO EXCEPTIONS.**

C: Club Sports/Scout Team

C.1. Teams with club sport or scout team athletes, who are recognized by the Rec Sports department as active members, will be limited in their participation within Intramural Sports.

C.1.1. There is no restriction on how many club sport or scout team athletes are allowed per team, however, there is a restriction on how many club sport or scout team athletes are allowed in the field of play (See below).

C.1.2. No more than 40% of the players participating in the field of play for a single team may be club sport or scout team athletes. (IE: 4 players in Men's Soccer, 2 players in Basketball, 2 in Ultimate Frisbee, 2 in Women's Soccer). *Please see specific Sport Rules for more information.*

C.1.3 If Club Player or Scout Team players desire to play together, they may do so, but will not be eligible to receive a win. However, they will receive a default.

D: Intramural Sports Alumni Rule:

D.1. *Student:* To be considered a student at Valparaiso University, one **must be** enrolled and currently participating in either full-time or part-time classes. **IF INDIVIDUAL IS A PART-TIME STUDENT HE OR SHE MUST COME TO THE FITNESS CENTER TO SIGN A PART-TIME STUDENT WIAVER FORM.**

D.2. *Alumni:* To be considered an alumnus of Valparaiso University, one must have taken and completed a minimum of 12 credit hours of classes. Rosters may include **ONLY 1 ALUMNI PER TEAM.**

D.3. *IM Basketball:* Due to the intramural basketball season overlapping the two semesters, players who begin the season as a student and graduate in December will finish the season as an alumni. Students who finish the season as an alumnus must fill out a participation waiver form, which can be found at the Recreational Sports office prior to their first game.

E: Varsity/Professional Athletes

E.1. Professional Athletes: Any participant who is ineligible for varsity competition because of loss of amateur status is prohibited from competing in the intramural sport in which he or she has obtained professional status.

E.2. Varsity Squad Member: Any participant who was a member of a varsity squad at Valparaiso University, or any other Division 1 college or university, is therefore ineligible for intramural competition in that sport, or similar sport, for a period of one academic year. Any individual who attends the university on athletic scholarship or is on the active roster with the Athletic Department on campus shall be considered as a Varsity Squad Member.

E.3. Non-Varsity Award Winners: No regular member of freshman, reserve squads, practice squads, (except scout teams), or red-shirted players shall compete on intramural teams in the same sport or related sports for that academic year.

E.4. Coaches/Graduate Assistants: An individual who is employed or volunteers as a Coach or Graduate Assistant may not participate in the particular sport in which they are the Coach/Graduate Assistant.

E.5. Students who become eligible for intramural competition under rules E.1-4 shall be subject to the following restrictions: only one (1) of the aforementioned students shall be allowed to play on the same intramural team. This rule is designed with the intention of preventing a team of students who have received experienced coaching and intensive practice to play as a team. It is done for the best interests of the overall intramural program. This applies to the following sports:

<u>Sport</u>	<u>Sport Equivalent to</u>
Football	Flag Football
Baseball	Softball
Basketball	Basketball (Team and Individual)
Soccer	Soccer, Indoor Soccer
Volleyball	Volleyball
Hockey	Floor Hockey
Bowling	Bowling
Golf	Mini Golf

F. Fraternity

F.1 No "new members" can participate on a "points-team" during the entire semester they are joining a fraternity. "New members" can compete with a fraternity "non-points team" or participate with an independent team.

G. Number of Teams

G.1 A player who is otherwise eligible may participate on one Coed team and one men's or women's team respectively for the same sport per season. A participant establishes eligibility with a team by having their name on the activity scorecard. Should a person play for more than one team, their eligibility lies with the team they played for first.

H. Gender Restrictions

H.1. No female shall be eligible for participation in a male division. Likewise, no male shall be eligible for participation in a female division. Exception: An individual may participate in a division of the opposite sex if Rec Sports does not offer a coed division or a division of the appropriate sex during the academic year. Transgender participants will be addressed on an individual basis at the start of each Intramural Sports season. Please contact the Rec Sports office for further information.

I. Transfer of Players

I.1. 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 roster of a scheduled game. The exception to this rule involves a team forfeiting its first game or dropping from the league without having played a game. In these instances players may transfer to another team as long as it's done prior to the roster addition deadline.

J. Rosters

J.1. All participants must be listed on the Official Team Roster prior to their participation in any Intramural Sports activity. All player additions must be completed and approved on the IMLeagues.com website prior to 2:00 p.m. on the day of the contest, or by 2:00 p.m. on Friday for all weekend contests for regular season play. Each participant is required to create an IMLeagues.com account using his/her Valpo email address and accept the terms and conditions to legally appear on a roster. The Rec Sports Staff may send an email to a participants Valpo email account regarding pertinent league information.

J.2. Prior to competition in each game, every player must be entered on the daily roster sheet. A player who enters a contest before being entered on this sheet will be considered ineligible for that game.

J.3. When a team wins the championship for an event, the team may only receive the amount of shirts for the number of individuals on the field or court in a given game, plus two. I.E. Men's Soccer 13 shirts, Flag Football 9, etc.

K. Playoff Eligibility

K.1. To compete in the playoffs, an individual must have participated in at least one league game for that team. They must also have been added to the roster and approved on the IMLeagues.com website prior to the roster additions deadline for that sport. "Participated" is defined as the participant "signing in" on the scorecard for the game. Unforeseen circumstances will be handled by the Intramural Sports staff on a case-by-case basis.

L. Responsibility for Eligibility

L.1. The Recreational Sports department assumes the responsibility for the eligibility of students participating **ONLY** when called to its attention by opposing team managers, or when obvious infractions are noticed by the Rec Sports Professional Staff, sport coordinators, or officials. ***Captains will be responsible for checking the eligibility of their own players, as well of the eligibility of their opponent. Each participant is responsible for his or her own eligibility.***

M. Special Events

M.1. Specific eligibility rulings may be made for particular tournaments, meets, and activities. Please see individual information sheets for these particular events.

N. Exceptions

N.1. Any request for exceptions must be made in writing to the Intramural Advisory Council (IAC@valpo.edu) or Graduate Assistant (Kelsey.Sopko@valpo.edu) for consideration and approval.

O. Consequences

O.1. A team using a player who has been determined as ineligible will forfeit that game and be excluded from tournament play. The ineligible player shall be banned from further competition in that sport for the remainder of the season. Any player using an assumed name shall be banned from that sport and related sports for one calendar year. Other punishments are at the discretion of the IAC and/or Director of Recreational Sports.

Sportsmanship

Our purpose is to provide exercise, recreation, and fun to our participants in a relaxed, yet structured environment. All participants are encouraged to play to the best of their abilities. Cheating, verbal and physical abuse, and a “win-at-all-cost” attitude are considered inappropriate. Having these principals of sportsmanship in our foundation is necessary to facilitate the spirit of competition. Therefore, a team sportsmanship rating has been developed to encourage ethical conduct at all Intramural Sport contests.

Sportsmanship Rating System:

- “5” – Excellent Conduct and Sportsmanship
- “4” – Good Conduct and Sportsmanship
- “3” – Average Conduct and Sportsmanship
- “2” – Below Average Conduct, Sportsmanship, and/or Forfeit
- “1” – Poor Conduct and Sportsmanship

In order to qualify for the playoffs, a team must average at least a 3.0 sportsmanship rating.

Player Conduct

A. **Ejections:** Participants and spectators that choose to practice unsportsmanlike behavior before, during, or after a contest, directed toward a participant, official, or a staff member, may be ejected from that contest. A contest official, intramural coordinator or a member of the Rec Sports staff may administer the ejection. Examples of unsportsmanlike conduct which will result in ejection include, but are not limited to, the use of profanity, vulgar and abusive language, disrespect toward an official or Rec Sports staff member, unnecessary roughness, excessive technical fouls, flagrant actions toward an opponent, official, or Rec Sports staff, and a fight/physical altercation.

A.1 **Leaving the Playing Area:** Any player, coach, or spectator who is ejected from the intramural contest as a result of unsportsmanlike conduct shall be required to leave the facility and parking lots surrounding the area immediately. Failure to cooperate with the staff and leave the facility immediately may result in the intervention of the Valparaiso University Police Department.

A.2. Automatic Suspension: Any player or coach who is ejected from an intramural contest as a result of unsportsmanlike conduct is automatically suspended from all intramural activity until official reinstatement by the Director of Recreational Sports. (See Sanctions and Appeals)

A.2.1. *Spectator Ejection:* Any spectator who is ejected from an intramural contest as a result of unsportsmanlike conduct is automatically suspended from that contest. Further sanctions may result at the discretion of the Director of Recreational Sports.

A.3. Destruction of Property: Any player, coach, or spectator who negligently causes the destruction of or damage to equipment belonging to Valparaiso University shall be held responsible for all subsequent damages and any costs of repairs or replacement. In some cases, the Valparaiso University Police Department may be contacted.

A.4. Abuse or Attempted Abuse of Intramural Staff: Any player, coach, or spectator who verbally threatens, strikes, or physically abuses any Rec Sports staff member, official, or opponent will be immediately suspended from all participation in Rec Sports activities for a minimum period of one year (at the discretion of the Director of Recreational Sports). This also includes an attempt to strike, even if physical contact is not made. Such actions may result in the immediate intervention of the Valparaiso University Police Department, possible criminal charges, and the case will be sent to the Dean of Students for review. Please be aware that any and all types of verbal and/or physical abuse toward any staff member of Rec Sports will not be tolerated under any circumstances.

A.6. Fighting/Physical Altercation: Any team, spectator, or individual player(s) that strike or attempt to strike, elbow, kick, or handle an opponent, teammate, and/or spectator shall be automatically suspended from Intramural Sports and/or Club Sports for a minimum of six (6) consecutive games with the possibility of an indefinite suspension (at the discretion of the Director of Recreational Sports).

Sanctions

A. Suspensions: A player disqualified from the game for unsportsmanlike conduct shall be suspended for four (4) consecutive games in that specific sport and must petition the Director of Recreational Sports for reinstatement within 48 hours of the incident.

A.1. No individual may participate and/or spectate any intramural activity during his/her suspension.

A.1.2. In the case the 4 game suspension cannot be completed in that specific sports, the suspension may be served in the next Intramural Sports activity the individual participates in.

A.2. Any individual, at a Recreational Sport event, will be automatically suspended from fighting and will receive a minimum of six (6) consecutive games with the possibility of an indefinite suspension (at the discretion of the Director of Recreational Sports). Any fighting/physical altercation by a team, spectator, or individual player(s) will result in meeting with the Director of Recreational Sports and may appear before the Intramural Advisory Council before being reinstated.

A.3. If an individual is suspended as a result of any unsportsmanlike conduct offense, the team or organization that the individual represents could also be placed on disciplinary probation. The decision is made at the discretion of the Director of Recreational Sports and the Intramural Advisory Council.

A.4. After a player is disciplined once for any unsportsmanlike conduct, the team that the individual participates on shall be held responsible for his/her behavior. If a second offense occurs, the entire team may be disciplined. This can include forfeiture of the contest, and loss of eligibility in that specific sport.

A.5. Repeated unsportsmanlike conduct or disregard for intramural rules by a single, or multiple participants may result in a forfeiture of the contest. This is left to the discretion of the sport coordinators and contest officials.

B. Probation: All participants that are ejected from an Intramural Contest will be placed on probation for a determined amount of time. If it is considered to be late in the school year, then the probationary period may carry over into the next semester; if the next semester is the summer semester, then the probation may carry over into the fall semester of the next academic year. If during this probationary period the ejected participant is involved in any Rec Sports department disciplinary proceedings, he/she may be subject to further suspension once his/her sanctions have been decided upon. It is the Director of Rec Sports' discretion to determine the appropriate probation period for the participants and/or teams in question.

Appeals

A. Any individual who has been ejected from an intramural event is not eligible until he/she petitions the Director of Recreational Sports for reinstatement, appeals the sanction, and/or the case has been resolved through the Intramural Advisory Council. This may include ejections from the previous school year(s). The Director of Recreational Sports reserves the right to increase or lessen the length of suspension outlined in the section above.

B. Once the ruling has been made by the Director of Recreational Sports, the individual(s) have the right to appeal to the Intramural Advisory Council. A written appeal must be made within one (1) working day of the initial ruling.

C. The Intramural Advisory Council will convene and review all evidence, witness statements, etc., and determine the final length of suspension. The ruling made thereafter is final. Suspensions remain intact for the duration of deliberation by the Council.

D. Eligibility: Any individual who does not meet the criteria necessary to play in an intramural event has the option to petition the Director of Recreational Sports. Once the Director makes a ruling, the individual(s) have the right to appeal to IAC, who will then make the final decision in the case.

D.1. Any waiver of eligibility criteria granted to the individual(s) expires at the end of the specific intramural event. If the individual wishes to participate in another event where he/she is ineligible for the same criteria or wishes to participate in the same event in the following year, then they must re-appeal to the Director of Recreational Sports.

Protests

Protests will not be received or considered if they are based solely on a decision involving accuracy of judgment on the part of a game official.

Protests will be received and considered when concerning the following:

1. A misinterpretation of a playing rule.
2. A misapplication of a rule to a given situation.
3. Failure to impose the correct penalty for a given violation.
4. Matters of player eligibility. (See Eligibility section for more information)

To protest, the following procedures must be strictly observed:

1. Notification of intent to protest must be made at the point the matter in question occurs, and immediately before play continues. The captain of the protesting team shall notify the officials that he/she wants to file a protest.
2. The sport supervisor on duty will then render a decision and play will continue. The sport supervisor will record the current game conditions (score, time, possession, etc.).
3. If the captain wants to protest the decision rendered by the sport supervisor, then he/she must write a brief statement concerning the protest, and submit it to the Recreational Sports office.
4. A formal protest can be filed by contacting the Graduate Assistant (Kelsey.Sopko@valpo.edu) by 10:00 a.m. the business day following the incident.

The Recreational Sports department does not assume responsibility for investigating the eligibility of all participants, but will investigate any properly protested cases.

Postponements & Forfeits

A. If a team is unable to attend a scheduled contest, but desires to play the game at another date or time, it may be possible to reschedule. Requests for rescheduling must be received by the Graduate Assistant, Kelsey.Sopko@Valpo.Edu, at least **24 Hours in advance** of the originally scheduled time of contest. There is no guarantee that a game will be rescheduled.

A.1. During tournament play, contests must be rescheduled within a period of time that will not delay progress in the tournament itself. In the tournament setting, both teams must agree with the rescheduled time.

A.1.2. A request will be granted if there is space available to play and only if all teams involved agree to reschedule their game times. It will be the responsibility of the requesting team to contact the opposing team. Teams that postpone games or agree to forfeit without notifying the Recreational Sports office may lose their deposit and tournament eligibility.

A.2. All contests shall be played on the date at the time scheduled. Game time is forfeit time. If a team is not ready at their scheduled game time teams may be given a forfeit, subject to the discretion of the officials, supervisor, and/or Recreational Sports staff. Games lost by forfeit will not be rescheduled for any reason.

A.2.1. If a team leaves before the forfeit is duly noted by an official or supervisor, then both teams will be charged with a forfeit.

A.2.2. The team that is present at a forfeit must have a full complement of players allowed for that sport or both teams will be charged with a forfeit.

A.2.3. During the regular season, a team may contact Kelsey Sopko (Kelsey.Sopko@valpo.edu) until 2:00 p.m. the day of the contest to cancel that game and receive a default loss. Loss will not count as a Forfeit and no fee will be charged. After 2 p.m., a cancellation will result in a forfeit loss and the team must pay an additional non-refundable forfeit fee.

***Teams that forfeit will receive a "2" sportsmanship rating.
Team are requires to have a 3.0 sportsmanship rating to make it to playoffs***

A.3. In the event both teams and the Recreational Sports office have agreed to play the game after the scheduled starting time has elapsed, no protest which is based on the starting time will be considered. (See Protests for more information.)

Sport Classifications

Group I

Soccer
Softball
Basketball
Ultimate Frisbee
Floor Hockey
Volleyball
Flag Football

Group II Non Tournament

Individual Basketball *
Bowling (Team and Individual)

Group II Tournament

Badminton
Racquetball
Indoor Soccer
Billiards
Foosball
Table Tennis
Dodgeball
Tennis
Spikeball
3 on 3 Basketball
Bags Tournament
Xbox Tournament
Mini Golf
Euchre
Sand Volleyball

* This event combines the Free throw, 3 points, and 1-on-1 tournament. In order to receive points, participants must compete in all three events.

Points Awarded

Group Points

Group I

1st - 100
2nd- 75
3rd-4th - 50
5th-8th- 25

Group II Non Tournament

1st - 20
2nd -15
3rd- 12
4th- 10
5th- 8
6th- 6
7th- 4
8th- 2

Group II Tournament

1st - 20
2nd- 15
3rd-4th- 10
5th-8th- 5

Participation Points

Group I: Teams not forfeiting twice in league play will receive an additional 10 participation points.

Group II Non Tournament: Any team/individual participating will receive a maximum of 10 participation points. (Two [2] per team/individual)

Group II Tournament: Any team/individual participating will receive a maximum of 5 participation points. (One [1] per team/individual)

Note: Tournaments that are set up as double elimination will have slightly different point values for 3rd-8th place. Please contact the Rec Sports office for more specific point values.

Special Event Clarifications

Individual sports include entries with only an individual champion being declared. Only the top five individuals from a given organization can score points toward the organizations total. An individual who forfeits twice loses all participation points. In the event of a forfeit or bye, an individual must participate in the next game/match to receive advancement points for the forfeit or bye.

Team sport special events require at least four (4) members to be considered a team, unless it is considered to be part of the Group II Non Tournament or Group II Tournament classification. All points will be eliminated if a team has insufficient numbers. If a team is reduced to less than 4 members due to a scratch, the entry points will be pro-rated accordingly with no tournament points awarded. If a team is reduced to less than 4 members due to forfeits, all points are eliminated. Only the top five teams from a given organization can score points toward the organizations total. In the event of a forfeit or bye, a team must participate in the next game/match to receive advancement points for the forfeit or bye.

All participants in the Intramural Sports Program at Valparaiso University are expected to comply with Valparaiso University 2016-2017 Intramural Handbook. Any questions can be referred to the Recreational Sports Office.

Thank you,

Valpo Rec Sports

219-464-5211