West Texas A&M University
Department of Recreational Sports
Intramural Sports Handbook
2017-2018

West Texas A&M University
Virgil Henson Activities Center
2620 Russell Long Blvd, Canyon, Texas 79015
Canyon, Texas

Director of Recreational Sports:
Assistant Director of Recreational Sports/Intramurals & Club Sports: Don Conner
Phone: (806) 651-2364
Email: dconner@wtamu.edu
Facebook: West Texas A&M Rec Sports
Twitter: @WTIntramurals
Website: http://www.wtamu.edu/student-life/activities-center.aspx
West Texas Intramural Sports Handbook

The purpose of this handbook is to establish policies and procedures that govern participation in the Intramural Sports program. Please note that it is the responsibility of each team/participant to know and understand these policies and procedures. Ignorance of any Intramural Sports policy is not an excuse for failure to comply. The Office of Recreational Sports reserves the right to modify these rules in whole or in part at any time as necessary. If you have questions, comments, or suggestions for these rules or the intramural program in general, please contact the Office of Recreational Sports.

What are intramural sports? A variety of individual/dual/team events/sports available to WT students, faculty, and staff.

(Please Read: This is new for 2017-2018)

WEST TEXAS A&M INTRAMURAL SPORTS
REGISTRATION PROCEDURES USER’S GUIDE FOR IMLEAGUES

ALL PARTICIPANTS MUST SET UP AN IM LEAGUES PROFILE/ACCOUNT
1. Go to https://www.imleagues.com
2. Click “Create Account” in the top right corner.
3. Create your account, and use your SCHOOL email (@BUFFS.WTAMU.EDU)
4. Once your account has been created, go to your email. Please note that this email may be sent to your spam folder so be sure to check your inbox as well as your spam emails.
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.)

MAKE SURE you
* correctly enter your name i.e. don’t abbreviate your name example: the university database has you as “William” and you enter “Bill” into the system.
* use your WT school email address
* enter in your full Buff ID#
* follow the info below if you are a faculty/staff person

FACULTY/STAFF
She/he will also need to email us at dconner@wtamu.edu letting us know he/she set up his/her IMleagues profile ALSO email us BUFF GOLD #/NAME/EMAIL so we (IM office) can “accept/confirm” the staff/faculty person (the computer database only includes students so we have to manually confirm faculty/staff). The system will not allow you to join or create a team if you aren’t confirmed by us in the office. Please do this in advance of sport registration/signups so there are no issues with you being confirmed and being able to sign up a team by the deadline or join a team prior to your game day.
**IF you/your players are having problems contact us in the office ASAP (don't wait till the deadline or right before the deadline or the day of a game to try to get issues resolved) at dconner@wtamu.edu**

TEAM CAPTAINS HOW TO CREATE A TEAM (log on to IMleagues)
1. Click on “Create or 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, select the league.
4. When the next page pops up select which division you wish to join.
5. After that there will be two buttons, “Create Team” and “Join Team”, select create team.
6. First read over the school’s terms and conditions at the top and click the box next to it.
7. Enter your WT BUFF ID number.
8. Enter your team name (last name of the captain).

HOW TO INVITE IMLEAGUE USERS TO JOIN YOUR TEAM

1. Under your created team’s home page click on the blue text that says “Invite Members to Your Team”
2. Click on the tab “Members”
3. In the Search Menu, type the first and last name of the person you are looking for
4. Click “Search”
5. If the individual is a registered IMLeagues User there 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 on this page
6. Next to individual’s name click on the blue text that says “Add to Main List”
7. 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 IM LEAGUES

1. If the individual does not an IMLeagues User, listed under the “Members” tab is the option to “Invite by Email”, click “Invite by Email”
2. Type in the individual’s e-mail address; multiple email addresses can be typed in, separate multiple addresses by a comma.
3. Click “Add”
4. Enter a subject and message that you wish to send to the individual(s) telling them to join your team
5. Click “Invite”
6. IMLeagues will send an email to the individual(s) providing them with all the 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 “Requests”
2. Under “Requests” is “Member Requests”, click on “Member Requests”
3. There will be a list of the players requesting to join team
4. On the right side of each player there will be a red X and a green checkmark
5. To accept the player click the green checkmark; to deny a player click the red X
Players are not automatically put on rosters unless the captain has checked that option, the captain will need to “accept” players as they request to join the team.

You can join the sport one of three ways:

A. Create a team (For team captains)
1. Captains can invite members to their team by clicking the “Invite Members” link on the team page. Any invited members must accept the invitation to be joined to your team.
2. If they’ve already registered on IMLeagues: search for their name, and invite them
3. If they haven’t yet registered on IMLeagues: scroll down to the “Invite by Email Address” box, and input their WT email address.

B. Join a team
4. Use the Create/Join Team Button at top right of every page
5. Accepting a request from the captain to join his team
6. Finding the team and captain name on division/league page and requesting to join
7. Going to the captain’s player card page, viewing his team, and requesting to join

C. Join as a Free Agent
8. 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, or post information about yourself so teams can request to add you to their team.
9. After clicking the green checkmark the player will be automatically inserted onto your team roster
10. You will receive an email confirming the request

INTRAMURAL PARTICIPANTS HOW TO JOIN A TEAM (if a team already has 20 players you will not be allowed to join)

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, select the league.
4. When the next page pops up select which division you wish to join.
5. After that there will be two buttons, “Create Team” and “Join Team”, select “Join Team”.
6. Click on which division the team you want to join is in.
7. The list of teams will come up, click on the orange button that says “Join Team” 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.

QUESTIONS
- Contact the Office of Recreational Sports with any questions directly related to the sports, rules, player eligibility, league times, etc. at dconner@wtamu.edu, 806-651-2364. Office hours range from 8am to 5pm on Monday through Friday.

FREE AGENT LIST
Free Agents are encouraged to attend the sport specific captains/managers meeting to find a team. At the meeting we will make an announcement for players needing teams and teams needing players to meet up after the meeting. Or log on to IM Leagues and under teams needing players a button will show up “looking for players.”

TEAM NAME(S)
The Intramural Office reserves the right to refuse inappropriate team names. Therefore, the name of the team captain will serve as the team name for the remainder of competition unless approved by the Assistant Director of Intramural Sports.

ELIGIBILITY REQUIREMENTS

Intramurals are open to current WT students, faculty, and staff with BUFF ID #

***for Intramural Sports, individuals must have a membership or pay the daily guest fee to access the facility for Intramural Sports (to watch if not a member)***

****If the intramural office becomes aware of an illegal player(s) on a team - that team will forfeit ANY games in which the illegal player(s) checked-in on the score sheet(s).****

An organization must be in “good” standing with West Texas A&M University to participate under their organization’s name or nickname associated with their organization.

1) In order to be ELIGIBLE to play for an intramural team, an (student/faculty/staff) individual’s first name, last name, and Buff ID # must be correctly filled out on that particular IMLeagues roster and game score sheet.

2) Intramural sports activities are available for all current WT students, faculty, and staff. All participants must provide proper identification at the intramural contests. (WT Student ID or Faculty/Staff ID and Buff #).

3) All individuals eligible for intramural sport activities must comply with any rules, regulations, and policies established by the Intramural Sports staff. Eligibility will end upon withdrawal from
school, termination of employment, failure to comply with rules and regulations, or failure to uphold expected standards of sportsmanship.

4) **HOW MANY TEAMS CAN I PLAY ON FOR A SPORT?** An individual will not be permitted to represent more than one same gender organization or team (as a player) in the same sport. **A player may play on one coed team and one single gender team.**

5) Any player who fails to check in before entering play must show his/her WT ID to an official/supervisor at the next stoppage of play. If the participant has their ID the player and the team can continue to play with no punishment. If the participant does not have his/her WT ID he/she will be ejected from the game and the team gets an unacceptable.

6) An individual participating under an assumed or false name or an individual who provides the ID shall be barred from intramural competition until seen fit by the Recreational Sports Office. Intramurals reserves the right to confiscate any IDs that are used in a false manner. Team captains may also be penalized for allowing illegal players to participate.

7) An individual shall not be eligible to participate in the sport or **related sport** in which he or she has played professionally or semi-professionally within the last two years. Related sports examples:
   a.) professional football - - flag football
   b.) professional baseball - - softball, Wiffleball
   c.) professional volleyball - - volleyball
   d.) professional soccer - - soccer
   e.) professional basketball - - basketball, basketball skills challenge, 3 point contest

8) Individuals listed on varsity intercollegiate rosters are not eligible for intramural participation in the related sport(s). **Varsity participants** must sit out **one intramural academic year** before Intramural eligibility can be reinstated. Ex. Listed on the varsity roster for 2016-2017 seasons – must sit out intramural related sports for 2017-2018. Intramurals will verify varsity rosters using online postings from athletics as a first method. If an individual or team captain believes the online athletics roster is not correct the individual/team captain should notify the intramural office via email prior to the teams/player’s next game in that sport so the intramural office can contact the NCAA compliance officer on campus to double check the varsity roster. If the individual/team captain fails to notify the IM office before the team/player’s next game (whichever is first) all adjusted game results are final and forfeit(s) will stand.

9) “Club Sport Players” club sport participants who have participated with a club within the same semester are allowed to participate in related intramural team sports. However, for a single team a **maximum of two** related club sport members may appear on the TEAM’S IMLEAGUE ROSTER.
If a team would realize that they have too many club players on their roster the captain can contact the office and request one (or more) of the club players be removed. A player can only be taken off of a team if he/she has NOT checked-in for any games for that team. Once you are checked-in on the team’s game score sheet you are locked on that team’s roster and cannot be removed. If club players have questions about their eligibility they should contact the IM/Club Sports office immediately.

10) There will be no additional restrictions to the number of varsity athletes allowed on a team’s roster with the exception of Article 8 above. Varsity athletes should clear their participation with their respective coach.

11) Any individual who, in the judgment of the official calling the event or any Intramural Sports staff member commits any malicious act toward an opponent or an official will be automatically ejected from the game and will be suspended pending action from the Office of Recreational Sports Staff. Such acts include striking, attempting to strike, shoving, attempting to shove, etc. Any ejected person must leave the intramural playing area/facility. (Including the parking lots)

12) Tobacco, Alcoholic beverages, and controlled substances are prohibited at all intramural sport contests. Individuals who appear to be under the influence will be removed from the activity/facilities.

13) Any individual who has been ejected from an intramural event is not eligible until he/she meets with the Assistant Director of Recreational Sports. (See IMLeagues ejection list).

*If a person on the “outstanding ejected player list” participates before clearing his/her punishment, he/she will be suspended from intramurals for a minimum of 4 active sport weeks. This is in addition to the punishment for getting ejected. The “outstanding ejected” list is available at the Recreational Sports office for captains to check (can also check via IMLeagues). It is suggested that all team captains check this list prior to the start of the season. It is NOT the responsibility of the intramural sports office to inform captains of previous sports “outstanding ejected players” who could be participating or did participate on his/her team.

**SCHEDULES**

**Playing Days and Times:** For most team sports, team captains/managers can select the team’s playing day/time during registration on the IMLeagues website! Generally, games are played on Monday-Thursday (5:00pm-midnight). Game times range from 45 minutes to 1 hour. Schedules will be posted online on the IMLeagues website or Rec It App for Droid/IPhone

For team leagues: 4 teams in a league play approximately four season games- most will play 3 games on a league week day(Mon-Thurs). **It is possible depending on facility conflicts and holidays that teams could play on Sundays.**
Process for Instant Schedule and Playoffs

1. When the captain or representative registers a team online, he or she will review the schedule menu to select the league that best fits their needs. The leagues will fill on a first come, first served basis. Leagues will be 5:30pm and 6:30pm, 7:30pm and 8:30pm, and 9:30pm and 10:30pm depending on the number of teams signed up and space availability. (Subject to change)

2. Should a team wish to change their selection, they may do so as long as there are slots available and the deadline has not passed. **Teams may be moved to a different day/time if the 3 team league minimum is not filled.**

3. If leagues are full before the deadline, teams will be placed on a waiting list on a first come, first served basis. A new league will be developed if time and space are available.

4. The finalized schedule will be posted on the IMLeagues website prior to the captains’ meeting. Any scheduling problems will also be dealt with at that time while all teams are represented. In addition, specific sport rules will be reviewed and any modifications will be addressed. No specific sport rules may be changed without the approval of the Office of Recreational Sports.

5. Playoffs for Team League Sports: All teams that have a 2-2 record with no forfeits or unacceptable ratings will make the playoffs. If a team has a 2-2 record with a default, that team will also make the playoffs. If a team has a 3-1 record with one forfeit/default, that team will also be eligible to make the playoffs.

6. Playoff criteria- Used to determine with team’s advance – record, forfeits, defaults, and sportsmanship will all be taken into effect when determining if a team is eligible for playoffs.

7. Playoff brackets are normally posted online by 4:00pm following the last day of regular season play for all leagues.

8. Playoff brackets usually begin play on the Monday following the last week of regular season. Games could start as early as 5pm and teams could play more than one game per day.

RESCHEDULING
THERE IS NO GUARANTEE THAT GAMES CAN OR WILL BE RESCHEDULED

The only games that will be rescheduled are for rain outs or intramural cancellations

**Due to limited facility space we will not be able to reschedule for playoffs**

To reschedule a regular season game, a specific procedure must be observed: Call your opponent and request to reschedule. Arrange a time to meet at the Office to select the new time. BOTH managers must meet at the office at the same time with the Asst. Director. Reschedule the game to a mutually agreeable time with the Assistant Director/Intramurals at the office. Reschedules are not official until the paperwork has been signed by the team representatives and IM staff.
At the pre-season captains meeting we will allow reschedules for games played Mon-Thurs if it is a university related conflict. **The captains meeting is the only time Mon-Thurs games can be rescheduled.**

**Make sure the person attending the meeting knows your team’s playing schedule and potential conflicts for its players. **

**INCLEMENT WEATHER/POSTPONEMENTS**
In the event of inclement weather, decisions regarding playing conditions will not be made before 4pm or later prior to the day’s first game. Teams should not assume that games are cancelled. The IM office will send out text messages and emails to the captains to notify of cancellations due to weather (via IMleagues)

**FORFEITS, DEFAULTS (call in loss), GRACE PERIOD**
1) A team may receive a forfeit for improper uniform/jewelry, no-show, showing up after the grace period has expired, not EMAILING before the default time (3:00pm)-day of game, or for acts of poor sportsmanship, and for not complying with eligibility rules.
2) A team that forfeits will receive no rating for the sportsmanship grade for that game, the team that wins by forfeit will also receive no rating for that game. (Unless it is called due to behavior)

**3) During regular season two (2) forfeits for any of the above reasons will drop a team from future competition or if the team does not attend the captain’s meeting and then forfeits one game.**

4) A forfeit during any tournament play will eliminate a team from competition.

5) If you know in advance that your team will not have enough players to compete as scheduled, contact the Office of Recreational Sports via EMAIL by 3:00 p.m. of the day of the game to receive a default. A default means a loss will be assessed against your team's record, but your team will remain in competition without having a forfeit on your record.

6) Teams/players will be granted a grace period IF it is stated in the sport rules. The game/match may begin at any time until the grace period has expired with the time remaining as indicated on the clock and points awarded as outlined in sport specific rules. If after the grace period the game/match has not begun, it will be forfeited to the opponent. If neither team/player is prepared to play, a forfeit or double forfeit will be declared as appropriate.

Do not call opposing teams to cancel a game. Cancellations are only “official” when notified by the Office of Intramural Sports. Please remember that teams that have forfeited twice will be dropped from further participation.
Role of the TEAM CAPTAIN / MANAGER

Behind every successful intramural team is a team captain/manager who is committed to learn all s/he can about the intramural sports program and to represent his/her team whenever necessary. Listed below are some of the duties and responsibilities of a team captain/manager.

1. Completing IMLeagues registration
2. Ensure that your team will have the minimum number of required players to play (confirm with your players prior to selecting a day/time)
3. Attend captain’s meeting as one of the two designated captains on the entry form or Intramural Rep. Stay in close contact with the office via buff email/phone
4. Checking mailbox/email/IMLeagues webpage at least once per week.
5. Informing team members of game times.
6. Know and follow the reschedule policies
7. Following all protest procedures
8. Making sure that players are checked-in at the playing site 15 minutes prior to contest start time with current WT photo ID and BUFF ID# with proper attire/equipment
9. Informing the Intramural Sports staff of a contact telephone number and e-mail address changes throughout the season
10. Making sure that team captains check/sign the scorecard before leaving the playing site to ensure that the final score, player's names, and winner are recorded correctly this includes scores posted online. Report any issues with scores to the intramural email account ASAP! Any issues with scores/winner must be emailed to the office by the last day of the regular season. Once brackets are made and posted no changes will occur so make sure you check your scores weekly.
11. Assist in identifying teammates who may be involved in incidents/ejections
12. Inform ejected teammates of intramural procedures to be reinstated for intramural play and that he/she is suspended until he/she meets set requirements set by intramurals. (see Player Conduct/Disciple section)
13. It is the responsibility of the team captain to notify the intramural office immediately (within 2 business days) of any incidents of discrimination before/during/after scheduled intramural contests.

Meetings for representatives/managers are held for most sports prior to competition. Dates, times, and locations for the meetings are announced throughout the semester, and are posted on the intramural schedule publication and IMLeagues. Schedule information will be confirmed at this meeting. The person representing the team at the meeting must be listed on the entry form/team roster as one of the two captains or the intramural rep.

ANY TEAM THAT DOES NOT ATTEND THE CAPTAIN’S MEETING WILL NOT BE ELIGIBLE FOR PLAYOFFS AND WILL RECEIVE A FORFEIT!! NO EXCEPTIONS!!

ADDING PLAYERS TO ROSTERS

Adding players to rosters is allowed in all team competition. The player MUST create an IMLeagues profile and be added to the team’s IMLeagues roster before play is set to begin that
evening. Should a player add to a team’s IMLeagues roster after 2pm the day of a game, the captain must bring a PRINT OUT OF THE TEAM’S ROSTER showing the added player(s) and/or provide proof by providing a laptop and/or smartphone via IMLeagues or Rec*It App. The participant will NOT BE ALLOWED to play if a profile has not been created through IMLeagues and he/she does not show up on the team’s IMLeagues roster. Teams can add players all the way through the regular season; after the final regular season game, all rosters are frozen and no players can be added. (see IMLeagues for the specific sport where it lists the date and time for the last chance to add players)

REMOVING PLAYERS FROM IMLEAGUE ROSTERS: If a captain or individual player would like to remove a player/self from the team’s roster the captain/player can contact the office via email and request that a player(s) be removed ONLY IF that specific player(s) has NOT checked-in on a game score sheet for that team. Once your check-in on the team’s game score sheet you are locked on that team’s roster and cannot be removed.

For all one-day events rosters are set/locked as listed on IMLeagues (please read carefully) - make sure you read the sport specific information when you register/sign up your team or pair.

UNIFORMS AND EQUIPMENT
1) An intramural team must meet minimum uniform requirements. Read sport specific rules/manuals for minimum uniform requirements.
2) The Office of Recreational Sports provides equipment available for checkout for certain sports. It is the responsibility of the participants to return all equipment provided to them at the conclusion of the game. - Recreational Sports Staff will retain identification cards until all equipment is returned or until a monetary reimbursement has been made.
3) Shoes must be worn for all events (except swim meet). Non-Marking rubber-soled athletic shoes must be worn in the gymnasiums. Running shoes or shoes with pliable rubber or molded cleats may be worn on playing fields.

No metal spikes or cleats, or boots are allowed in any sport. You must have athletic shoes or rubber or plastic cleats. “Five Finger” shoes, Sperry’s, or slippers are not accepted as athletic shoes.

4) Personal athletic equipment may be used in any contest provided it meets intramural sport standards and is approved by the game officials and the opposing team’s captain/manager.

5) Pockets are not allowed for intramural sports unless listed as “ok” in the sport specific rules. *This includes any type of altered pocket: -taped -glued -sown-stapled-zipped-cut-reversed **Supervisors will have the final say as to whether a participant is allowed to wear particular clothing. **
6) Participants must wear a full t-shirt to participate in any intramural sport. (No cut offs/tank tops) Even if you are wearing a mesh check out jersey from intramurals you must have a full t-shirt under the jersey. (due to MRSA/health of everyone)

7) All players must have #'s on his/her shirt for team sports or check out intramural mesh jerseys. No larger than a 2 digit number and be a whole number. (See specific sport rules for other requirements)

8) Participants must cover any exposed wounds/scabs with bandage/clothing to prevent the spread of infection.

9) During the regular season: Captains will be given a warning before the game- that all jewelry/pockets should be taken off - it is up to the captain to inform his/her players before the game!

If after that a player is caught with jewelry/pockets on- again both team captains will be given another warning and the specific player is subject to sport specific punishments (out, technical foul, etc.).

If after the 2nd warning any player (doesn’t matter the team) that is caught with jewelry/pockets will be ejected from the game (it doesn’t matter what team) and the game shall be a forfeit for the team with the 2nd illegal equipment penalty.

10) During playoffs: Captains will be given a warning before the game- that all jewelry/pockets should be taken off. After the captains meeting warning, any jewelry violation/metal cleat violation will result in an ejection of the player. A second warning will result in forfeiture for the team involved.

PROTEST PROCEDURES
Protests will not be received or considered if they are based solely on a decision involving the accuracy of judgment on the part of a game official. Protests will be received and considered when concerning:
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.
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 coach or manager of the protesting team shall notify the officials that she/he wants to file a protest.
2. The sport supervisor on duty will then render a decision and play will continue.

3. If the captain wants to protest the decision rendered by the sport supervisor, then she/he must write a brief statement concerning the protest and submit it to the office. (See #4)

4. To file a formal protest, contact the sport supervisor. A protest must be submitted in writing via email to the Assistant Directors office by noon of the business day following the incident. Eligibility protests should be made prior to or during the intramural contest. Player eligibility protests MUST be made by noon the business day following the contest.

5. **Formal rule protests require a $10 deposit fee. If the protest is upheld, the fee shall be refunded. If the protest is rejected, the fee shall not be refunded.**

6. The Intramural/Recreational Sports Office does not assume responsibility for investigating the eligibility of all participants but will investigate any properly protested cases.

7. Eligibility of a Player – write-up and deposit is the same as that for protesting the misinterpretation of a playing rule. A protest on the eligibility of a player may be registered at any time during that championship season. Eligibility protests must be made as soon as the infraction is recognized.

***If the intramural office becomes aware of an illegal player(s) on a team - that team will forfeit ANY games in which the illegal player(s) checked-in on the score sheet(s). **

**INTRAMURAL CHAMPIONS**

AWARDS: T-shirts will be awarded to the winning teams for each division of coed, all campus men’s, and all campus women’s. Participants who check in for the Championship game and win will receive Intramural Champion T-shirts! Shirts MUST be picked up BEFORE the spring semester finals week ends. Championship t-shirts may not be available in your specific size or desired color/we reserve the right to limit sizes per gender. Ex. smalls only available to females etc.

WAIVER OF LIABILITY: Participation in West Texas A&M Recreational Sports programs is completely voluntary. Participants should be aware that there is a risk of injury in recreation and intramural sports programs due to the inherent nature of the activities.

Each individual participating in these programs assumes the risk for any harm or injuries caused by negligence or any intentional acts. It is strongly recommended that each individual arrange sufficient health insurance coverage, whether it is through the University or on a personal or family basis. The Department of Recreational Sports has gone to great lengths to make all activities and facilities as safe as possible. However, neither West Texas A&M nor the Department of Recreational Sports can assume responsibility for injuries incurred during practice for or participation in any formal or informal recreation program.
PLAYER CONDUCT – DISCIPLINE

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 supervisor or a member of the intramural 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 staff member, unnecessary roughness, excessive technical fouls, flagrant actions toward an opponent, flagrant actions toward an official, and fighting or inciting a fight.

A. Leaving the Playing Area - Any player, coach, or spectator who is ejected from an 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 will result in the intervention of the Public Safety.

B. Automatic Suspension - Any player, coach, or spectator who is ejected from an intramural contest as a result of unsportsmanlike conduct is automatically suspended from all intramural activity until official reinstatement.

C. Destruction of Property - Any player, coach, or spectator who willfully causes the destruction of or damage to equipment belonging to the University & Intramural Sports shall be held responsible for all subsequent damages and any costs of repairs or replacement.

D. Abuse of Intramural Staff - Any player, coach, or spectator who verbally threatens, strikes, or physically abuses any intramural staff member or official will be immediately suspended from all participation for a minimum period of one year. Such actions will result in the immediate intervention of the UPD, possible criminal charges, and the case will be sent to the Office of Student Judicial Programs for review. Please be aware that any and all types of verbal and/or physical abuse toward any staff member of Intramural Sports will not be tolerated under any circumstances.

E. Attempted Abuse of Intramural Staff - Physical contact by a participant with intent to intimidate or harm a staff member or opponent shall result in a minimum one-year suspension from all Intramural Sports activities. This also includes an attempt to strike, even though there may not be contact.

F. Fighting - Any team, its individual players, and associated spectators that are involved in a “team” fight (most or all the team members or spectators present) will be immediately suspended from further participation in that sport. This is the minimum period of suspension which may be increased, depending upon the severity of the incident. In addition, individual instigators/participants that are identified will be subject to individual disciplinary sanctions. Leaving the bench area will cause the team(s) to forfeit the contest and its team members to be
placed on disciplinary probation for a period of one year. A team will include all participants listed on the game sheet at the time of the fight.

Members that are not present will not be subject to suspension.

**NOTE:** Any instance of participant misconduct and/or disciplinary action is subject to review by the Office of Student Judicial Program and may result in further University disciplinary sanctions.

Any individual who has been ejected from an intramural event is not eligible until he/she meets with the Assistant Director of Recreational Sports. This includes ejections from the previous school year(s).

*If a person on the “outstanding ejected player list” participate before clearing his/her punishment he/she will be suspended from intramurals for a minimum of 4 active sport weeks. This is in addition to the punishment for getting ejected.* The “outstanding ejected” list is available at the Intramural Sports office for captains to check. It is suggested that all team captains check this list prior to the start of the season. It is NOT the responsibility of the intramural sports office to inform captains of previous sports “outstanding ejected players” who could be participating or did participate on his/her team.

**Ejected or Suspended Participants**

Any individual ejected from a contest must leave the facility (sight and sound) immediately upon notification by the supervisor and his/her team must play one person down.

A player disqualified from the game for unsportsmanlike conduct must leave the area/complex after speaking with an Intramural Sports Supervisor IMMEDIATELY and will be declared ineligible for play in ANY Intramural Sports activity and MAY have Recreation facility privileges revoked until he/she has submitted a letter/email requesting reinstatement and has met with the Assistant Director of Recreational Sports. The player shall be suspended for no less than one game. The suspension will not begin until after the suspended person has met with the Assistant Director of Recreational Sports. Failure to leave the area/complex may result in disqualification of the captain, or forfeiture of the game. Any second occurrence of unsportsmanlike conduct by a team may result in the team’s forfeiture of the remainder of the season. A team which participates with a suspended player in a regular season or playoff game will forfeit that game.

**SUSPENSION**

Player(s) ejected from an intramural contest will be suspended from all intramural activities for a mandatory minimum of (1) game. Any player suspended from any intramural contest will also have to complete all reinstatement procedures. All participants/players and organizations/teams that are ejected from a game/contest will serve a minimum (1) game suspension and probation
for the remainder of the school year. More games may be given if the Assistant Director of Recreational Sports deems it appropriate. All suspensions will be followed by a probation period for participants (see Probation section). Each incident will be reviewed on a case-by-case basis.

**NOTE:** Any and all types of illegal physical contact, gestures, spitting, verbal attacks or other combative actions (FIGHTING) involving spectators, players, coaches, captains, teammates, and/or intramural staff/officials will result in that individual(s) being suspended from all intramural events for the rest of his or her academic or professional career. Depending on the severity of the incident, further disciplinary action may be warranted. Any and all types of violence will not be tolerated. “She/he hit me first,” or “I was defending myself” are not acceptable excuses for fighting.

**Probation**

All participants that are ejected from an Intramural Contest/Event 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. If during this probationary period the ejected participant is involved in any Intramural/Recreational Sports department disciplinary proceedings he/she may be subject to suspension for one calendar year (365 days) once his/her sanctions have been decided upon. It is the Assistant Director of Recreational Sports discretion to determine the appropriate probation period for the participants and/or team(s) in question.

**Reinstatement**

To be reinstated all ejected players must have requested in writing reinstatement of intramural privileges via email within 1 week (7 days) of the ejection. Failure to send the reinstatement email/letter and make an appointment within that time will result in an additional 3 weeks (active) suspension in addition to his/her punishment for the ejection (and no playoffs).

**Items to include in the email/letter requesting reinstatement:**

1. Outline of events surrounding ejection
2. Actions that led to the ejection
3. Assurance that the behavior will not occur again
4. How the behavior will be avoided in the future
5. Days/times you are available to meet

*Even if it is the last contest for their team, the ejected person's suspension will continue for all Intramural activities until the person meets with the Assistant Director of Recreational Sports.*
The ejected player’s team is suspended until the captain/manager meets with the Assistant Director of Recreational Sports. It is the captain's responsibility to email intramurals and schedule a meeting with the Assistant Director of Recreational Sports. A team is ineligible for any intramural sport competition until this meeting occurs.

Any individual shoving, striking, or physically abusing or attempting to shove, strike, or physically abuse any recreational sports personnel will receive an automatic suspension from Intramural Sports activities for a minimum of one full calendar year. The sanction also includes being reported to the Student Judicial Programs and possible assault charges being filed at the County Courthouse.

No individual may participate and/or spectate any intramural activity during his/her suspension. Any participant suspended for more than 2 weeks from intramural competition may appeal the sanction. A written appeal must be made within 24 hours of the initial ruling of the Assistant Director of Recreational Sports. Appeals will be reviewed by an Intramural Sports Committee. Suspensions remain intact for the duration of deliberation by the Committee.

SPORTSMANSHIP

In an effort to maintain a high quality of sportsmanship in our Intramural Sports program, the following sportsmanship expectations have been adopted.

Team Sportsmanship Rating System: The development of team and individual sportsmanship is of fundamental importance in all intramural sports activities. The Sportsmanship Rating System is intended to be an objective scale by which teams’ attitude and behavior can be assessed throughout the intramural sports league and playoff seasons. Behavior before, during, and after an intramural sport contest is included in the rating. The team manager is responsible for education and informing all players and spectators affiliated with his/her team about the system. To encourage acceptable conduct before, during, and after intramural sports contests, officials and/or supervisors shall make decisions whether to warn, penalize, or eject persons for poor sportsmanship.

Team ratings are: ACCEPTABLE - UNACCEPTABLE - SEASON ENDING

-A team is responsible for the actions of the individual team members and spectators related to it. The team manager’s efforts in assisting officials/staff to calm difficult situations and to restrain troubled teammates are key to controlling team conduct. Intramural sports officials and/or supervisors/graduate assistant shall determine acceptable and unacceptable team ratings.

Appeals for unacceptable ratings will not be recognized. The Assistant Director of Recreational Sports will determine season ending ratings. The Rec Sports Program staff also reserve the right to review any rating given to a team. Regardless of the division or league, teams displaying good sportsmanship and receiving an acceptable rating throughout the league will be eligible for playoffs.
**Acceptable Sportsmanship Rating Behavior**

- Team members cooperate with and demonstrate good sportsmanship toward members of both teams, spectators, and all IM staff and officials.

- Team captain exhibits control over his/her team and spectators, converses reasonably and rationally with officials about rule interpretations/calls, and cooperate by providing any information requested by an IM official/staff.

- Team members participate in the spirit and intent of the intramural sport game rules and/or program policies. Team members accept judgment decisions made by the officials during the contest.

- Respect is shown for WTAMU Campus Recreation facilities and equipment.

**Unacceptable Sportsmanship Rating will be given as a result of the following:**

- Any player that is ejected for unsportsmanlike conduct.

- Any technical fouls for unsportsmanlike conduct and/or multiple unsportsmanlike penalties given (three unsportsmanlike situations in one game result in forfeiture of the contest).

- Participants/Spectators who continually complained about officials' decisions and displayed dissent. Complaints include both verbal and nonverbal behavior. Excessive arguing between opposing teams/spectators might also lead to an unacceptable rating.

- Team captain (spokesperson) exhibited little control over his/her team and spectators conversed in a dissenting manner with officials about rule interpretations/calls and did not cooperate. Did not provide information requested by any intramural sports official/staff while performing duties.

- Team members did not meet eligibility requirements for participation in the WT Intramural Sports Program. See IM Handbook Packet- Eligibility

- Team members played with participants who were on the outstanding ejection list or had been suspended from participation in the Rec Sports Program.

- Public indecency, vulgarity, or obscenity.

- Individuals/teams played after the consumption of alcohol/drugs. If the contest has begun when this is discovered, the player(s) will be immediately removed from the facility, and the contest could be forfeited to the opponent.

- Physical abuse by participants/spectators in the form of fighting and/wrestling with an opponent and/or teammate which occurred before, during, or after an Intramural Sports contest.
- Any threatening behavior (verbal and/or nonverbal) to any WT Intramural Sports or Campus Recreation employee, participant, or spectator which occurred before, during, or after an Intramural Sports contest.

- Damage to or destruction of any WT property or WT Campus Recreation facilities or equipment.

- Any violation of the WT Student Code of Conduct.

**Consequences of Unacceptable Rating**

- Team is suspended until the captain/manager meets with the Assistant Director of Recreational Sports/Intramurals. It is the captain's responsibility to email intramurals and schedule a meeting with the Assistant Director of Recreational Sports. A team is ineligible for any intramural sport competition until this meeting occurs.

- Regardless of the length of the season or tournament, two unacceptable ratings will be equivalent to a season ending rating, and the team will automatically be dropped from further competition.

**Season Ending Sportsmanship Rating Behavior**

- Team was uncooperative and out of control before, during, or after intramural sports contest(s).

- Team captain (spokesperson) exhibited poor control over self, the team, and/or the spectators.

- Multiple ejections or blatant unsportsmanlike conduct that endangered participants, fans, officials, or supervisors occurred.

- Team failed to cooperate/comply with intramural sports administrative staff/University officials while performing their duties; falsely represented or withheld any requested information.

- A team received a second unacceptable rating in the same sport or activity.

- A season ending sportsmanship rating cannot be appealed or protested.

- Teams were unable to continue play and the contest was stopped before its scheduled conclusion.

- Teams receiving an unacceptable sportsmanship rating in tournament will be eliminated from further competition regardless of the contest's outcome.

**Consequences of a Season Ending Sportsmanship Rating**

- Team will be automatically dropped from any further intramural sports competition.

- Future eligibility in the WT Intramural Sports Program of all team players will be reviewed.
OFFICIALS JOB OPPORTUNITIES

1. Paid student officials are provided by the Department of Recreational Sports for all team sport activities. Anyone interested in officiating should obtain information in the Recreational Sports Office or call (806) 651-2364.
2. Officials are required to attend all mandatory meetings and trainings prior to the start of each sport season.
3. Officials will also hold weekly meetings (on Mondays) during each sport season.

INTRAMURAL SPORTS RESERVES THE RIGHT TO MAKE CHANGES, CLARIFICATIONS, OR ADDITIONS TO POLICIES AT ANYTIME.

West Texas A&M University
Virgil Henson Activities Center
2620 Russell Long Blvd, Canyon, Texas 79015
Canyon, Texas
Phone: (806) 651-2323