



# Intramural Sports Handbook



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## SECTION 1

### Introduction to Intramural Sports

#### A. Mission Statement

It is the mission of Intramural Sports to offer a wide and diverse range of Individual/team sports at a variety of competitive and recreational levels to students, faculty, and staff. Intramural Sports are an integral part of the co-curriculum program at Deree. Intramural Sports support the concept of teamwork through healthy competition and recreation and encourage a spirit of camaraderie and sportsmanship among participants.

#### B. Goal Statement

This Intramural Sports (IM) Handbook is intended to supply IM participants with explicit guidelines and information that will insure fair participation within the IM program.

#### C. General Questions and Comments

At Deree, IM endeavors to enhance the programs we offer by updating, upgrading, and revising the opportunities offered. Your ideas, questions, or comments are welcome. Therefore, your feedback and valuable insights facilitate this process.

#### D. Leagues and Tournaments

IM organizes and administers special leagues and tournaments over the course of the year in various team and individual sports. This competition is arranged in different tournament formats and ranges from one day events to full semester activities. The ultimate goal is to provide both recreation and competition that meet a range of participant interests and skills.

#### E. Insurance

The College provides limited insurance coverage for injuries sustained while participating in IM competition. Injuries must be reported on the same day of the injury and examined by the College nurse and/or the Coordinator of Intramural Sports.

If an injury occurs that includes an open wound and bleeding, the injured player will be directed to leave the game. His/her return to the game will be determined by the Coordinator of Intramural Sports who will ensure that the wound and affected clothing are free of blood and stain.

## SECTION 2

### Free Agents and Registration Forms

#### A. Registration Forms

You may obtain registration forms at the Intramural Office.

#### B. Free Agents

- An individual without a team affiliation interested in joining a team may contact the Intramural Office to receive a list of Team Manager's names and phone numbers to contact for potential team placement.
- Free Agents may also place their name on the Free Agent List posted at the Intramural Office.
- The Coordinator of Intramural Sports may create a Free Agent Team if enough Free Agents have registered.
- Team Managers looking to supplement their roster with additional players are encouraged to draft available Free Agents by reviewing the Free Agency List. The drafting of the available Free Agents is on a first-come, first-served basis. It is the Team Manager's responsibility to contact desired Free Agents after notifying the Coordinator of Intramural Sports.

#### C. Team Name Policy

- Derogatory, degrading, or prejudiced reference to race, ethnicity, gender, sexual orientation, or religion in name selection will not be accepted. Similarly any suggestive names having to do with drugs, destructive behavior, or indecency will be prohibited. The Coordinator of Intramural Sports will determine the appropriateness of team names.

#### D. Email Notification

- An automatic mailing list will provide participants with detailed information on league and activity dates for both individual and team entries via e-mail. To subscribe to the Mailing List, please contact the Intramural Office. Prior to the beginning of every signup period, all subscribers to the mailing list will receive via e-mail a comprehensive listing of all league times as well as sign-up procedures and guidelines.

## SECTION 3

### The Team Manager

#### A. The Team Manager

- When registering for a team sport, a Manager must be designated. This person will serve as the liaison between the Coordinator of Intramural Sports and the corresponding team.

#### B. Responsibilities of the Team Manager

- Organize their teams before Intramural tournament starts.
- Set an example for teammates by playing by the letter and spirit of the rules and demonstrating a high level of sportsmanship.
- Verify that all members of his team are eligible to participate in an Intramural contest.
- Inform all players of the game time and distribute essential information regarding the tournament.
- Represent their team when there is a dispute on judgment calls by referees or there is a need for a rule clarification.
- Be familiar with all scheduled meetings, rules, policies, and procedures of IM and pass this information to all team members.
- Address and try to resolve player conduct situations and incidents involving their teams before referees step in to deal with the situation.
- Ensure that all team members have read and fully comprehended the rules of the sport and competition format.
- Communicate and provide feedback to the Coordinator of Intramural Sports throughout the tournament about any problems and concerns encountered.
- Ensure compliance of all team members with the policy, rules, and regulations of IM.

#### C. Team Manager's Meetings

- One day before a tournament begins, Team Manager's meetings will be held to inform them about current Intramural rules, policies, and procedures specific to the tournament.
- A comprehensive schedule of the tournament will be distributed to all Team Managers at these meetings.
- Team Managers will be notified of the day, time, and location of these meetings.

#### D. Sport Rules

- Sport rules and modifications for all sports may be obtained via the College website by accessing the Athletics section and then clicking on IM.

#### E. League Schedules

- Team Managers will be sent an e-mail, which will provide them with information about the tournament schedules.
- Team Managers can also check their team's schedule via the American College of Greece website by accessing the Athletics section and then clicking on IM, or visit IM Facebook page (Deree – The American College of Greece- Intramural Sports).
- It is the Team Manager's responsibility to review the schedule on a regular basis.
- Changes in the schedule are made at the discretion of the Coordinator of Intramural Sports who will notify team managers twenty four hours prior to the scheduled game.

## SECTION 4

### Eligibility

Team Managers are advised to check upon each team member's eligibility status before the start of each tournament. Any team using an ineligible player will forfeit all games in which that player participated.

#### A. Who is eligible to participate?

All currently enrolled DEREЕ College students, staff and faculty are eligible to participate.

#### B. Identification Checks

Eligibility is the responsibility of the Team Manager and each participant. It is compulsory for all participants to provide a valid form of identification to Tournament Officials upon request.

#### C. Team Rosters

The Team Roster is the official roster for every IM team. Team Managers have the option to complete the Team Roster at any point prior to their team's first game. However, as the goal of the IM program is participating and not winning, players may be added to the roster during the tournament provided they satisfy the eligibility and rules criteria. Please check if there are any restrictions regarding the number of intercollegiate team or federation national division players that are allowed to compete.

#### D. Multiple Team Participation

IM participants are eligible to play in any number of sports. However, they may play on only one team per tournament. Participants that have played for multiple teams within the same tournament will be disqualified. Moreover, both teams that the ineligible participant played on may have all games in which that participant played forfeited.

## SECTION 5

### Automatic Losses

As a matter of respect to other participants, teams and individuals are strongly encouraged to arrive 15 minutes prior to the beginning of the game to check in with the Coordinator of Intramural Sports. If a team can not make a scheduled game, the Team Manager must notify the Coordinator of Intramural Sports at least 48 hours before the date of the Game. The non-defaulting team will be awarded the win but the game will not count as a forfeit. If they fail to do so the game will count as a forfeit. If the minimum number of eligible players does not show up at the arranged game time, the game is recorded as an automatic loss. A team must start with the minimum number of eligible players in order to avoid an automatic loss. If neither team has the minimum number of eligible players to either start or finish a game, the game shall be completed as a loss for both teams.

## SECTION 6

### Rescheduling

#### A. Inclement Weather

All IM contests will be played as scheduled. In the case of inclement weather or severe acts of nature the Coordinator of Intramural Sports will determine the feasibility of playing the game with the determinate factor being the safety of participants.

#### B. Rescheduling Request

Team Managers may request rescheduling of any game as long as they submit their request in person/by phone 48 hours before the game. The Coordinator of Intramural Sports has the right to decline the request under certain circumstances. Moreover, the opposing team has every right to refuse the rescheduling request, in which case the game will take place as originally scheduled.

## SECTION 7

### Protests

There are two types of protests that the Intramural Office accepts:

#### A. Technical Protests

Technical protests are protests involving any misapplication/violation of technical issues such as the forfeits, a player eligibility issue or other policies and procedures that are incorporated within the IM Handbook. For player-eligibility protests the Team Manager of the protesting team must inform the Coordinator of Intramural Sports, the opposing Team Manager, and the ineligible player of an eligibility protest either before or immediately after the end of the game. Teams give up their right to protest player eligibility after the tournament is over.

#### B. Interpretive Protests

A valid Interpretive Protest must be made to the Coordinator of Intramural Sports before the following schedule game. Only misinterpretations and/or misapplications of a rule are grounds for a valid protest. Protests concerning judgment calls by referees will not be accepted. A decision on the protest will be made and the Team Manager will be notified accordingly. Once the following scheduled game has taken place, no protest on past games is acceptable.

#### C. Action on Protests

In most cases, games protested on technical grounds will not be replayed. In games where an interpretive protest is later upheld, we will make every possible effort to restart the contest from the point at which the protest was lodged or rectify the situation in some other manner. All games missed as a result of an invalid protest or appeal that is not upheld, are declared as automatic losses. Generally, a protest issue will be resolved within 48 hours.

## SECTION 8

### Sportsmanship (Fair Play)

Sportsmanship is a vital component for success in every intramural contest. Participants are expected to display good sportsmanship towards opponents, teammates, referees, and the Intramural Staff. The Office of Athletics takes sportsmanship very seriously and offenders will be dealt with accordingly. Actions that are dangerous and/or conduct that is detrimental to the Intramural Program will not be tolerated and are grounds for suspension from further participation in all Intramural Sports activities.

The Intramural Program has the jurisdiction to suspend or remove individuals and teams from participation in any and all

Intramural Sports activities. The Intramural Program reserves the right to remove any player or team for involvement and/or further unsportsmanlike actions, and to refer participants to the Office of Student Affairs and make recommendations for their consideration.

#### **A. Unsportsmanlike Conduct**

Participants shall not commit acts of unsportsmanlike conduct. This includes, but is not limited to, arguments with staff, flagrant fouling, fighting, etc. before, during, or after a contest. No player or team shall:

- Use foul or derogatory language, threaten, or verbally abuse any other participant or Intramural Staff member/Referee before, during, or after the game.
- Participate in a game for which he/she is ineligible.
- Argue or talk back to the Intramural staff/Referees. Only the Team Manager should address an official and only if done so in a courteous manner.
- Intentionally strike, push, trip, or flagrantly foul another participant, or Intramural Staff/Referee.
- Mistreat the facility, equipment, or supplies of Deree and/or the Office of Athletics.

#### **B. Sanctions**

- **Probation:** A team or individual may be put on probation for any length of time. An individual or team need not be ejected to be put on probation. In such cases, employee reports may activate such a sanction. A team or player on probation will be removed from further competition if they incur further unsportsmanlike penalties or engage in any unsportsmanlike acts. Players returning from long suspensions or with a history of issues will be placed on probation once they potentially become reinstated.
- **Game Suspension:** A suspension for one or more competitions that may carry other sanctions depending on the severity and seriousness of the incident(s).
- **Season Suspension:** A suspension that removes a player for the remainder of a current season
- **Semester(s) Suspension:** A suspension from all Intramural activities for one or more semesters

### **SECTION 9**

#### **General Information**

##### **A. Rules Governing General Behavior**

- No alcohol, drugs, or tobacco products are allowed at IM sites before, during, or after activities.
- IM staff reserve the right to restrict play or eject anyone suspected of being under the influence of drugs or alcohol.
- No food or drink is allowed at any IM venue.
- The designated Team Manager should be the only participant who communicates with game Officials on points of rule.
- Vulgar, obscene, abusive, derogatory, racist, sexist, and/or discriminating or demeaning comments or gestures will not be tolerated. Incidents of such behavior may result in indefinite suspension from IM participation and be referred to the appropriate College Committee for further action.
- Any comments or gestures intended to threaten or intimidate any other person are forms of verbal aggression and will be disciplined accordingly.

##### **B. Uniforms**

- Only shoes with non-marking soles may be worn for indoor sports. Participants wearing shoes with marking soles may not participate.
- Watches, jewelry, and other items deemed dangerous are prohibited while participating in IM.
- Athletic wear is required while participating in IM tournaments except for table games.

##### **C. Omissions**

In cases where policies are not outlined in IM Handbook, the IM staff reserves the right to use common sense, fairness, and the "Spirit of the Program" in providing interpretations on the policies and procedures contained in this IM Handbook.

##### **D. Dissemination of Information**

All information regarding scheduling of games, league standings, sport rules, as well as a copy of the IM handbook, is available at the Office of Athletics website, at <http://www.acg.edu/athletics>.

##### **E. Venues**

All Intramural tournaments and competitions need to take place on campus unless directed otherwise by the IM administration.