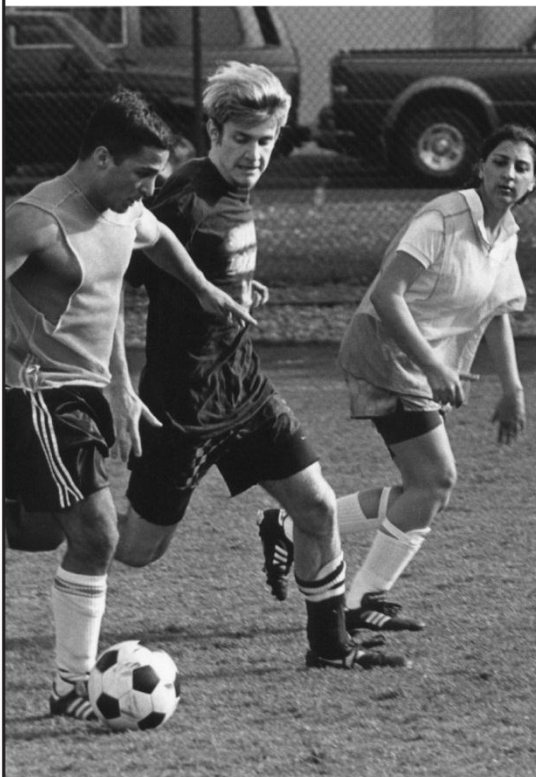
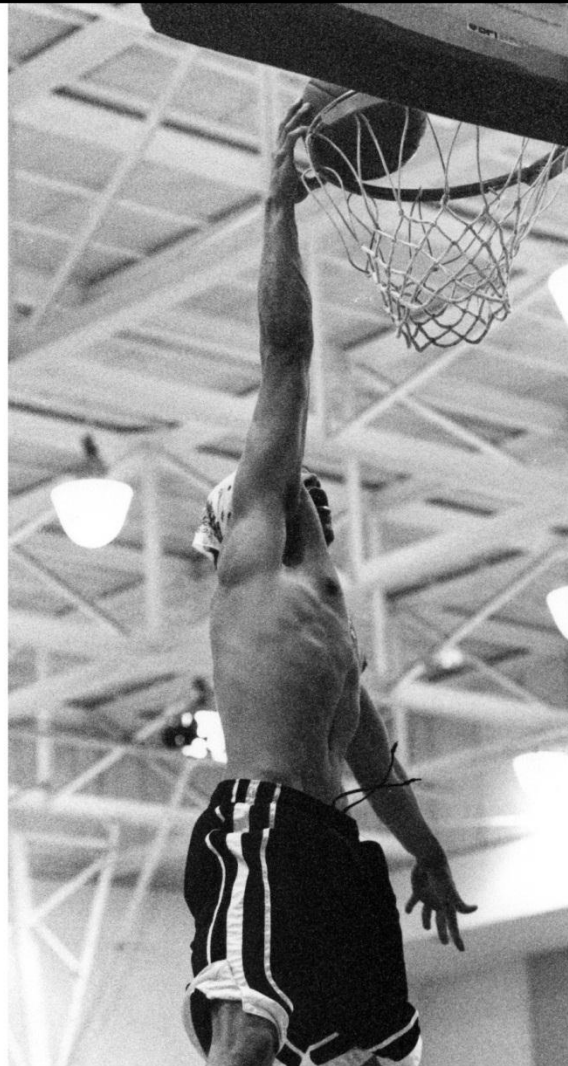


INTRAMURAL SPORTS HANDBOOK

2011 - 2012



This Handbook was Prepared by

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“A Part of Student Life”
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September, 2011

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Administration

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Intramural Sports

(206) 543-8558

Intramural Sports Weatherline:

(Recorded information)

(206) 616-3306

Email: ima@uw.edu

IMA Home Page: <http://depts.washington.edu/ima>

Programs Office Hours (Autumn, Winter, Spring)

Monday through Friday

9:00am - 6:00pm

Summer Hours

Monday through Friday

8:30am-5:30pm

Intramural Sports

The Purpose

The purpose of Intramural Sports at the University of Washington is to provide a comprehensive and varied program of both competitive and recreational experiences designed to meet the needs and interests of regularly enrolled undergraduate and graduate students, and faculty/staff members. Competition is offered in sports for women, men, and also where men and women are combined on teams (Co-Rec). Competition is provided in the form of leagues, tournaments, and/or special events each quarter. Team, dual and individual sport activities are designed to accommodate all individuals regardless of their skill level and experience. Even if you have never participated in competitive sports before, there is a place for you in the intramural program.

The programs offered are based upon participant interest and the availability of resources and facilities. Some of the activities have divisions that are restricted to student participation while other divisions are restricted to faculty/staff participation. Many of the activities are structured so that students and faculty/staff members may participate on teams together. Specific eligibility requirements are included in activity information bulletins that are available in the Programs Office (Room 300) in the Intramural Activities Building (IMA).

Spirit of Competition

Sport activities find their origin in the basic human need for the spirit of play. Winning and losing are mere outcomes of this play spirit. What is part of the game is the pure satisfaction of participation (fun, fitness, friendships, stress release, etc...). Without your opponent, you have no game, no contest, and no fun. You are indebted to them, as they are to you. The spirit of play, then, is based on cooperation. Upholding high standards of integrity and fair play acknowledges this idea of cooperative competition. All players are encouraged to exercise good judgment in caring for the safety of others as well as themselves.

In UW intramural sports, an intentional violation of the rules is considered cheating and a gross offense

against the spirit of competition. Abusive language toward officials or other participants, and manipulation of the rules are not "part of the game." A lifetime interest in sports is a goal for all players, which has more meaning than that of a win or a loss, the memory of which often fades quickly. All players are asked to participate within the context of this spirit of play.

Activities Offered

Badminton Tournaments (Singles and Doubles)
Basketball Leagues
3-on-3 Basketball Tournament
6' & Under Basketball Leagues
Inner tube Basketball League
Crew (Rowing)
Flag Football Leagues
Racquetball Tournaments (Singles and Doubles)
Soccer Leagues
3-on-3 Soccer Tournament (Women's & Men's)
5-on-5 Soccer Tournament (Co-rec/Indoor)
Softball Leagues
Swim Meet
Tennis Tournaments (Singles and Doubles)
Ultimate Leagues
Volleyball Leagues
Volleyball Doubles Tournament

Note: Please refer to the annual intramural sports schedule beginning on page 21 for activity information.

The Programs Office, located in Room 300 of the Intramural Activities Building (IMA) is the center for administration of the Co-Rec, Men's and Women's intramural sports programs. The Intramural Administration staff is listed on page 5. Questions, suggestions or concerns should be directed to the appropriate staff person.

I. General Information

A. Department of Recreational Sports Programs Telephone Directory

IMA Administration Office	(206) 543-4590
Court Reservations	(206) 543-6971
Intramural Sports	(206) 543-8558
Intramural Sports Weather line	(206) 616-3306
IMA Lost and Found	(206) 543-2332
IMA Pool/First Aid Office	(206) 543-7393
Men's Locker Room/Main Issue	(206) 543-2332
Women's Locker Room	(206) 543-7234
Sports & Fitness Instruction	(206) 543-2571
Club Sports	(206) 543-9499
Golf Driving Range	(206) 543-8759
Waterfront Activities Center	(206) 543-9433
Pavilion Pool Office	(206) 543-4556

B. Intramural Activities Building (IMA) Operation Schedule

Autumn, Winter, Spring Quarters

Monday - Friday 6:00 am - 10:30 pm Saturday
9:00 am - 9:30 pm Sunday 11:00 am - 8:30 pm

Revised hours between quarters and during holiday periods.

Summer Quarter

Monday - Friday 6:00 am - 9:30 pm Saturday
11:00 am - 6:30 pm Sunday 1:00 pm - 5:30 pm

Revised hours during holiday periods.

C. Identification

Identification is required for entrance to the IMA Building. All patrons must show their Husky ID each time he/she enters or re-enters the building. Student ID and IMA Membership Cards are nontransferable. If misused, ID will be impounded.

D. Court Reservations

1. Court reservations may be made for handball, racquetball, squash and tennis. Reservations may be made either in person or by telephone.

2. In-person reservations can be made from 8:00am - 4:30pm, Monday through Friday at the Membership Desk in the IMA lobby.

3. Telephone reservations are accepted from 8:00am - 4:30pm, Monday through Friday. The reservation phone number is (206) 543-6971.

E. Field Reservations

1. Sports Field reservations may be made for Football (Autumn), Soccer, Ultimate (Spring, Summer and Autumn), and Softball (Spring and Summer).

2. Field reservations may only be made in person between the hours of 8:00am and 4:30pm, Monday through Friday at the Membership Desk in the IMA lobby.

F. Health, Injuries, and Insurance

1. The University of Washington and the Department of Recreational Sports Programs does not provide accident/medical or sickness insurance for intramural sports participants and is not responsible for paying medical costs associated with injuries incurred through participation in these voluntary activities.

2. It is strongly recommended that all participants have an accident/medical plan in effect while participating in intramural sports.

3. A plan such as:

a. A private medical plan - Group Health, Uniform Medical, etc.

b. The University offers a Student Health Insurance Plan that may be purchased at the time of class registration. Coverage is available on a quarterly or annual basis.

For further information, call the Student Insurance Office at (206) 543-6202 or check their website at <http://depts.washington.edu/OVPSL/insurance/index.shtml>.

G. IMA First Aid Room

Accidents/Injuries that happen in or near the IMA Building should be reported to the First Aid Room located on the lower level of the facility across from the racquetball court entrance. The first aid room is staffed during all IMA Building hours of operation.

H. Sports Equipment, Baskets and Lockers

Sports equipment necessary for all scheduled intramural contests is provided by the Department (e.g. balls, bats, etc.). Most items of equipment are available for individual check out at the main issue area, located on the lower level of the IMA Building outside the entrance to the Men's Locker Room and at the issue window in the Women's Locker Room. Check out is possible with appropriate identification, (e.g. Husky ID Card, IMA membership Card, etc.). Baskets, locks, and towels are available for checkout in both the Women's and Men's Locker Rooms. Lockers are available on a per use basis.

I. Disability Accommodations

The University of Washington is committed to providing access, equal opportunity, and reasonable accommodations in its services, programs, activities, education, and employment for individuals with disabilities. To request disability accommodations contact the Disability Services Office at least ten days in advance at: (206) 543-6450 /Voice, (206) 543-6452/TDD, (206) 685-7264 (FAX), or dso@u.washington.edu.

II. The Intramural Sports Program

A. Competitive Divisions

Brief descriptions of the various levels of competition are outlined below. It is up to the participant to choose the division that best meets his/her individual needs and skills. Divisions apply to Men's, Women's, and Co-Rec competition. The intramural staff reserves the right to place teams or individuals in the appropriate competitive division.

The goal of this system is to have players seek competition at their own ability levels so that players of lesser skill can, and will, participate and enjoy some measure of success. Thus, novice players are welcomed and encouraged to participate in intramural activities.

It may be necessary to combine divisions or classes in the case of limited entries.

1. Team Sports (Each division will be offered based upon interest)

- a. **Rainier Division:** This is a recreational division and applies to all sports. It offers a less competitive environment for teams that desire to participate in a more relaxed atmosphere. Competition is open to undergraduate students only, unless an Olympic Division is not offered.
- b. **Olympic Division:** This is a recreational division and applies to Flag Football, Basketball, Soccer, Softball, and Volleyball. Competition is open to graduate students and faculty/staff members only. Undergraduate students may be permitted to participate in this division with permission from the Associate Director.
- c. **Cascade Division:** This division is offered for teams seeking a high level of competition (e.g. former high school varsity athletes) and is offered for most sports. Faculty/Staff and graduate students may participate in this division.

2. Individual and Dual Sports Divisions

a. Class A:

For individuals who possess advanced skills (high school varsity), have experience in competitive play or have previously won a Class B tournament.

b. Class B:

For individuals who possess intermediate skills, have some competitive experience or have won a Class C tournament.

c. Class C:

For novices with no tournament experience, or with less than one year playing experience.

B. Division Playoffs

1. General Playoff Information

- a. To be eligible for participation in playoff contests an individual must meet all of the following requirements:
 - 1) His/her name and ID number must be on the official team roster, by Wednesday at 6 pm on the last week of the regular season, and he/she must have played for only that team.
 - 2) He/she must have played in at least one regular season game.
- b. Team captains or managers are responsible for playoff information which is provided during the final week of the regular season. Schedules are posted in the display cases on the first floor of the IMA and posted on the IMA website at: http://depts.washington.edu/ima/IMA_intra.php. Please notify your team members.
- c. Teams should be aware that during playoffs they will be scheduled on days and times other than their regular season scheduled time.

2. Division Playoff Qualifications

- a. All teams without a forfeit during the regular season and with a legal roster, will advance to the playoffs. The seeding of teams into the playoffs will be determined by league standings with the various competitive divisions tiered by win-loss records. Any deviation from the normal playoff qualification policy will be noted in specific activity bulletins.
- b. Standings in league play will be determined by a point system. Points are awarded as follows: 2 points for a win, 1 point for a tie, 0 points for a loss or default.
- c. When there is a two-way point tie in the standings, the team that won the regular season game between the two teams will be awarded the higher seed.
- d. When there are multiple ties (more than two teams) in the standings, the team that won the regular season game between the tied teams will be awarded the higher seed.

- e. If the procedures above (b thru d) are not sufficient to determine a single winner, then each team's point spread between the teams in contention will be used to determine the team that qualifies. Point spread is defined as total points scored by a team minus total points scored against that team. The team with the highest point spread total will be awarded the higher seed.

3. The final decision regarding placement and seeding in the playoffs shall be that of the Program Coordinator.

C. Officials

1. Paid student officials are provided by the Department of Recreational Sports Programs for most team sports activities. Students interested in officiating may obtain information in the Programs Office, Room 300, or call (206) 543-8558.
2. Prospective officials must attend orientation meetings and all training meetings. Orientation meetings are listed in the Intramural Sports Schedule beginning on page 21.
3. Team captains/individuals should not consider a statement on policy or procedure from an official as final and should contact the Program Coordinators for clarification.

D. Intramural Awards

1. T-shirt awards will be provided for the members of teams that finish first in each competitive division and for participants who place first in special events, individual, dual and meet sports.

E. All University Intramural Sportsmanship Awards

Organizations are encouraged to compete for the All University Intramural Sportsmanship Award. An Intramural Sportsmanship Award is awarded to each of the following four divisions:

- Independent Division
- Sorority Division
- Residence Hall Division
- Fraternity Division

1. Purpose of the award

- a. To stimulate and encourage participation in intramural sports.
- b. To provide an incentive for participants to display sportsmanship, cooperation, and the spirit of fair play.
- c. To provide an incentive beyond the immediate desire to excel in any particular activity.

2. Awards

The organization with the highest overall point total will have its name engraved on the permanently displayed Sportsmanship Plaque in the Intramural Activities Building trophy case. Each division winner will receive a plaque award.

3. To vie for a sportsmanship award, organizations accumulate points based upon a number of factors including:

- a. Not forfeiting contests (in other words showing up for all scheduled contests). If you do not show up you lose points.
- b. Adhering to established intramural policies and, in particular, the code of conduct and exhibiting good sportsmanship.
- c. Assisting the Intramural Administration in provision of officials for officiating contests.

4. Rules and Regulations

- a. All points accumulated by a team or individual shall be credited to his/her organization.
- b. If a person transfers from one organization to another during the year, all points previously acquired by that individual shall remain with the original organization.
- c. All of the activities are scored as "team events" under the organization participation point system. Some activities are organized on a league basis while others are offered either on a tournament or meet basis.
- d. Sportsmanship points will be awarded in all divisions of competition offered through intramural sports.
- e. Points for co-rec team activities will be awarded to the female and male organizations entering the teams (e.g. a co-rec basketball team would gain 50 points for each organization involved on the team).
- f. The team captain, or a selected organization representative, is responsible for designating which team will represent its organization and it is clearly indicated on the team roster/entry form.
- g. Accumulated point totals will be posted on a quarterly basis. Sportsmanship Award points will be accumulated during Autumn, Winter, and Spring Quarters for each academic calendar year.

h. Organization units may consist of any formal or informal University of Washington group provided that every intramural participant is eligible for competition under the guidelines outlined in this Handbook. Typical intramural groups may be: fraternity, sorority, residence hall floor, academic or administrative department, registered student organization, or independent group.

5. Points are awarded based on the following:

- a. Participation points: 5 to 50 points depending upon the sport entered.
- b. No forfeit points: 5 to 10 points awarded for not forfeiting any games.
- c. Meeting points: 15 points awarded for attending captain's meetings. 15 points deducted for not attending captain's meetings.
- d. Officiating representative points: up to 55 points for officiating.

6. Points are deducted based on the following:

Loss of points: 10 to 100 points are deducted for Handbook rule violations and/or acts of poor sportsmanship.

- a. Abuse of an official/supervisor* 100 points
- b. Violation of the Recreational Sports Program's "Code of Conduct" (p.16)*.100
- c. Use of ineligible player*50
- d. Failure to comply with other Handbook policies25
- e. Failure to enter team prior to deadline.10
- f. Forfeits: 25 points deducted for each forfeit of a core team sport contest; 15 points deducted for a forfeit in a special event.

*Repeated violation and/or acts of poor sportsmanship will result in being dropped from consideration for sportsmanship awards.

Detailed copies explaining the sportsmanship awards and the point system are available in the Programs Office. Sportsmanship Award standings can be found on the IMA Website.

III. Eligibility Rules

A. General Eligibility Rules

The eligibility rules are designed to provide enjoyable and fair participation. The rules are not designed with the intent to punish or discipline any individual, but merely to ensure that the spirit of fair competition is applied to all. The intramural staff assumes responsibility for eligibility only when called to its attention or when obvious infractions are observed by the intramural staff, supervisors, or officials. Each participant is responsible for his/her own eligibility.

1. Only the following individuals are eligible to participate in the Intramural Program:

- a. All regularly enrolled and currently registered graduate or undergraduate students with a valid Husky ID card, and not declared ineligible through disciplinary sanctions as outlined in the University of Washington Student Conduct Code or the Department of Recreational Sports Programs Code of Conduct. Student spouses and registered same sex domestic partners who have purchased an IMA Quarter or Annual Membership.
- b. All University of Washington Faculty/Staff who have purchased an IMA Quarter or Annual Membership or have paid the Intramural Participation Fee (for outdoor sports only). Faculty/Staff spouses or registered same sex domestic partners who have purchased an IMA Quarter or Annual Membership.
- c. (Summer Quarter only) All Summer Quarter regularly enrolled and currently registered students with a valid Husky ID card and students enrolled during the previous Spring Quarter who have purchased an IMA Student Summer Membership or have paid the Intramural Participation Fee (for outdoor sports only).

2. Participants are only eligible to participate in that division of competition that represents their level of skill or competitive background. The intramural staff reserves the right to place teams or individuals in the appropriate division.

3. An individual who has participated as a professional in a sport is not eligible for intramural competition in that sport.

4. An individual may not participate under an assumed name or use false identification.

5. A player may participate on **only one team in any of the three divisions** (Co-Rec, Men's or Women's) in any activity during a season. A player may not transfer to another team once having participated for a team. In cases where an entire team has dropped out of competition prior to the first scheduled contest, consideration for transferring to another team may be approved. Approval must be obtained from the Associate Director.

6. Team members' names and UW student ID number, faculty/staff employee ID number or IMA Membership number must be on the official team roster that is kept on file in the Programs Office, or when available, at IMleagues.com. The score sheet is not an official roster. A player will be declared ineligible (regardless of which team roster his/her name is listed on) for playing on more than one team.

Any player whose name appears on a game's score sheet will be considered to have played in that game.

7. Women are eligible to participate on a men's team (**maximum of two women per team with the exception of one for Ultimate**) or in a men's individual or doubles tournament in the event that there is no women's division. A man wishing to participate in the women's division must request permission from the Associate Director and may not participate in both the men's and women's divisions.

NOTE: To ensure a player's eligibility, identification may be requested at any time by the intramural staff. Individuals without valid identification may not be allowed to participate.

8. The Intramural Program Staff reserve the right to declare an individual ineligible for competition if his/her participation is considered harmful to himself/herself or to others.

9. The Intramural Program Staff may declare any individual or team ineligible for intramural competition due to misconduct or proven ineligibility. This may be done with or without a written protest from an opposing team or individual. Appeals may be made in writing to the Associate Director. In instances where a person or team is declared ineligible, entry fees will not be refunded.

10. Additional eligibility rules may apply to specific tournaments, meets, and activities. Refer to the information bulletins for those events.

11. The penalty for use of an ineligible player shall be:

- a. The ineligible person shall not be allowed to participate in the specific activity involved for the remainder of the season, including the playoffs.
- b. Forfeiture of all games/contests in which the ineligible person participated.
- c. The team captain(s) for that team may be suspended for one game.
- d. Repeat violations will result in more severe penalties to both the individual and team.

B. Current and Former Intercollegiate Athletes Eligibility Rules

The following eligibility rules apply to current and former intercollegiate athletes.

1. An intercollegiate athlete who is officially on a varsity squad workout list, on an Athletic Grant-in-Aid Scholarship, or is held out of competition (i.e. redshirt) is not eligible for participation in that sport.
2. A former intercollegiate athlete who wants to participate in an intramural sport in the sport in which he/she obtained varsity status must have his/her eligibility cleared prior to participation. Clearance may be obtained by submitting a written request to review eligibility, to the Associate Director.
3. A former intercollegiate athlete who has been declared eligible for intramural participation must participate in the highest competitive skill division offered for the sport in which he/she participated at the intercollegiate level.
4. No more than two former intercollegiate athletes may be listed on the same team roster for the sport in which they participated at the intercollegiate level. These individuals must be identified on the roster as former intercollegiate athletes.
5. Certain restrictions may apply regarding participation by former intercollegiate athletes in some special event activities. These restrictions will be noted in the activity bulletins that are available in the Programs Office.

C. High Skill Level Participants/Club Sport Member Eligibility Rules

1. Definitions:

- a. High skill level participants are defined as those individuals who have excelled in a particular sport and whose participation at a low skill level would create a distinct competitive advantage over other participants. Examples include persons who have participated on off campus club/collegiate volleyball (USAVB), ultimate (UPA), soccer leagues, semi-professional leagues, on AAU, national, regional, or state teams.
- b. Club Sport competitors are defined as those competing for their UW club team on a regular basis in tournaments and leagues. The class A and B participant who regularly works out with the team falls under this rule.

2. Individual participants, as defined above, must abide by the following rules to remain eligible for intramural sports participation:

- a. High skill level participants and Club Sport competitors must compete in the highest intramural sport skill division offered.
- b. No more than two Club Sport or high skill level participants may be listed on the same team roster for the sport in which they are proficient.
- c. Club Sport team members are only eligible to participate in the highest division offered for individual/dual sports competition and events in which they are club team members (e.g. Volleyball Club/Volleyball Doubles).
- d. Anyone who feels he/she should be released from these rules may appeal in writing to the Associate Director. This appeal should state specific reasons why he/she should be considered eligible for intramural participation.

D. Faculty/Staff, Retired Faculty/Staff, Spouses, Registered Same Sex Domestic Partners, Visiting Scholars Eligibility Rules

1. To be eligible for participation, members of the Faculty/Staff, retired Faculty/Staff, spouses, registered same sex domestic partners, and visiting scholars must purchase a Quarter or Annual IMA Membership or pay the Intramural Participation Fee(outdoor sports only and for Faculty/Staff only).

IV. Entry Procedures, Schedules, and Team Captain Responsibilities

A. Entry Procedures

Entry forms/team rosters for all intramural programs are available in the Programs Office and on the department web site. Entries must be submitted by the date and time specified in each activity bulletin. Entries will be taken from 9:00am until 6:00pm Monday through Friday. **Entries are taken on a first-come, first-serve basis, spaces are limited.**

1. Team, individual and dual sport rosters/entry forms must include each participant's first and last names, student ID number, and/or Faculty/Staff employee ID number, IMA Membership number or pay the Intramural Participation Fee. Three choices of preferred playing days and times must be indicated on the roster/entry form. Each team captain may only submit one individual or dual sport roster for each activity.

2. Each team is permitted to list twice the number of players required to play the sport on the team roster. For example: seven person flag football is permitted to have fourteen names on the roster. It is recommended that all captains consider a full roster to allow for player shortage during the season.

3. The free agent program assists in helping individuals to become participants on teams or to find doubles partners. If you have an interest in a particular activity, come to the Programs Office while entries are open and sign-up on the Free Agent Roster. Individuals on the Free Agent Roster are encouraged to attend the team captains'/participants' meeting for their activity.

4. Team roster changes/additions:

- a. Roster changes and additions are permitted at any time before **Wednesday at 6 pm the last week of the regular season**. All changes must be made either in person on the official roster form kept in the Programs Office or at **IMLeagues.com**. Additions to the roster may be made provided they do not exceed the player limit established for that sport.
- b. A player may not change teams after having played as a member of another team.
- c. **All teams with an illegal roster will be excluded from playoffs.**
- d. Roster additions may be allowed due to extenuating circumstances that cause a team's roster to drop below the minimum number of players necessary to field a team. All special situation roster changes must be approved by the

Program Coordinator and must be made on the official team roster.

B. Entry Fees

Fees vary for each sport. Fees are due when the entry form/team roster is submitted. Refunds will be given only if: (1) a team or individual drops seven days prior to the first league contest or event less an \$8 cancellation fee, or (2) cancellation of an event or league. Teams or individuals who are dropped from the program by the Intramural Administration for disciplinary or eligibility reasons will not receive a refund.

C. Schedules

1. Schedules will not be mailed, faxed, emailed, or given over the phone to participants.

2. All playing schedules will be available online on the department website and posted on the bulletin boards located in the hallway on the first floor, opposite the first aid office.

3. It is the team captain's or individual player's responsibility to check the appropriate bulletin board or online on the department website for scheduled games, changes, and updated league/playoff standings.

4. The Intramural Administration will not be responsible for notifying captains of scheduled changes unless such changes occur within twenty-four (24) hours of a scheduled contest.

5. In the event that it is necessary to postpone scheduled activities, the following procedures will be in effect: (Note: Activities will not automatically be postponed due to inclement weather).

- a. Team captains may call the Intramural Sports Weather line (616-3306) if there is uncertainty as to whether games will be played or not. Decisions regarding weather-related postponements will be made at 2:30pm, 4pm and 5pm (11:00am on Sunday) on days when game status is questionable.
- b. When an event postponement occurs, a new tournament or league schedule will be developed and posted on the bulletin board in the hallway on the first floor, opposite the first aid office and online on the department website.

- c. It is the responsibility of the team captain or individual participant to check with the Program Coordinator to verify the time, date, and location of a rescheduled contest. He/she should also notify all team members.
 - d. When games are postponed due to field conditions, the fields shall be considered closed until scheduled games resume.
 - e. There is no guarantee that postponed games will be rescheduled. However, the intramural sports staff will reschedule as many games as possible that have been postponed because of inclement weather or poor field conditions.
6. Contests will be scheduled on a home (light colored shirt) and away (dark colored shirt) basis. Please notify your team members each week of their shirt color.

D. Team Captain Responsibilities

Each team must be represented by a team captain. Team captains play a vital role because they provide leadership and serve as a liaison between the intramural programs staff and the team. It is his/her responsibility to:

- 1. Read and understand the rules and policies in this Handbook as they pertain to his/her team's participation.
- 2. Sign up his/her team on IMLeagues.com and read the rules and captain's information posted.
- 3. Submit the appropriate entry fee with the team roster/entry form. Keep a copy of the receipt and team roster.
- 4. Check schedules regularly.
- 5. Notify team members of date, place and time of contests, shirt color, or schedule changes.
- 6. Enter line-up on appropriate score sheets. Print first and last names of the players that will participate in the contest.
- 7. Assist in the recruitment of sports officials.
- 8. Verify the final score and sign the game sheets at the completion of each contest.

9. Be knowledgeable of all playing rules governing the sport in which they participate.

10. Make official roster changes and additions, when necessary, in accordance with the established rules. Note: The official roster is **not** the score sheet at each game. Each person must be on the official roster (on file in the Programs Office or at IMLeagues.com) before Wednesday at 6pm the last week of the regular season.

11. Assist the intramural staff and officials with the enforcement of the "Code of Conduct" (p. 16) by assuming responsibility for the conduct of team members and spectators before, during and after all intramural contests.

12. Ensure that all individuals on his/her team roster and those participating are eligible for participation in accordance with the eligibility rules and pay the appropriate membership or IM Participation fee.

V. Code of Conduct

A. Policy

The following “Code of Conduct” represents the policy for persons using facilities managed by the Department of Recreational Sports Programs or for participants in programs administered by the Department staff. It applies to participants, coaches, instructors, team managers, organizations, and spectators. The “Code of Conduct” will be enforced. Any organization or individual violating the intent of the policy may be restricted from participating in programs and/or use of Department facilities.

B. Code of Conduct

All players, coaches, or team managers participating in the Department of Recreational Sports Programs activities are bound by the following “Code of Conduct.”

1. The unlawful possession, use, and distribution of illicit drugs and alcohol on the University campus or during University-sponsored activities is prohibited (CH.478-124 WAC) and will result in appropriate steps by the University Police and could result in disciplinary sanctions under the “Student Conduct Code,” including dismissal from the University.
2. A player will be ejected from a game or prevented from participating for consuming alcoholic beverages/drugs at the game site or prior to the game. The decision to eject a player will be made by the game officials or recreation staff. This decision will be based on judgment and will not be considered grounds for a protest. It is the responsibility of the team members to cooperate with game officials in controlling spectators and team followers. A contest will be forfeited if, in the opinion of the game officials, such cooperation is not evident.
3. Good sportsmanship will be observed in all Department of Recreational Sports Programs activities. Respect for players, coaches, managers, officials, recreation staff, and spectators are essential for amateur competition and fair play.
4. Good sportsmanship conduct by participants toward the opposition, officials, spectators, and recreation staff is mandatory. The Department (Program Coordinator) shall have the authority to administer disciplinary action to individual players, coaches, instructors, managers, and/or spectators for unsportsmanlike conduct.

C. Violations & Penalties

1. The following unsportsmanlike behavior shall result in ejection from an intramural contest:
 - a. Verbal abuse and/or threatening behavior to a member of the opposing team, spectator(s), intramural official, and/or staff member. Abuse may be verbal or non-verbal (e.g. taunting and baiting behavior).
 - b. Any inappropriate physical contact with a member of the opposing team, spectator(s), intramural official, or staff member.
 - c. Multiple unsportsmanlike technical fouls or penalties (e.g. a red card).
 - d. Uncooperative in providing information requested by an official or staff member.
 - e. Persistent infringement of the spirit and intent of the game rules.
 - f. Evidence of use of alcohol/drugs prior to or during participation (see Section B.2).
2. Ejection from an intramural contest for unsportsmanlike conduct will result in an automatic one game suspension from further intramural participation. An ejected individual shall remain suspended from all intramural activities until he/she meets with the Associate Director.
3. Violations of the “Code of Conduct” may be penalized as follows:
 - a. **Forfeiture:** the contest(s) in which the violation(s) occurred may be declared a loss by forfeit.
 - b. **Warning:** formal notice of the violation, no penalties imposed. The organization/team/individual(s) must take corrective action following the warning.
 - c. **Probation:** formal notification of the violation may result in additional penalties. The organization/team/individual(s) will be placed on probation for a designated period of time. Further violations may result in suspension.
 - d. **Suspension:** as a result of serious, intentional, or repeated violations, the organization/team/individual(s) may be declared ineligible for intramural participation.

- e. **Expulsion:** an organization/team/individual may be prohibited from participation in all Department of Recreational Sports Programs activities and/or from use of department facilities.

The extent and terms of disciplinary action taken by the intramural programs staff will depend upon the nature and severity of the violation as well as any history of previous violations. The duration of the penalty may vary in length from one game to up to one year or more.

4. The penalized individual/team may appeal the decision in accordance with the established appeal procedures in this handbook (see p. 20, “Protest Appeals”).

5. The Associate Director reserves the right to suspend any participant or team from intramural competition for conduct, behavior, or attitude that he/she perceives as interfering with the orderly conduct of intramural activities and/or the safety of the participants.

D. Student Conduct Code, WAC 478-120, General Conduct Code for the University of Washington, WAC 478-124

Additional disciplinary action may be taken in accordance with the Student Conduct Code and/or General Conduct Code for the University of Washington.

VI. Forfeits, Defaults, Postponements, and Protests

A. Forfeits

1. In activities where officials are provided, teams failing to appear at the playing area with the minimum starting lineup within ten minutes after the scheduled playing time shall forfeit the contest to their opponents. When neither team complies with this requirement, a forfeit shall be recorded for both teams. Minimum starting lineups are indicated in the rules for each activity.

2. In activities where officials are not provided, the team or individual present may, after waiting ten minutes past the scheduled game time, claim a win by reporting the forfeit to the Programs Office.

3. Individual or dual tournament contests not completed or the score not reported to the Programs Office by the scheduled contest deadline will be declared forfeits for both of the individuals or teams involved.

4. As a courtesy, teams or individuals who find it necessary to forfeit should notify the Programs Office as far in advance of the scheduled contest as possible to prevent the other team or individuals and officials from showing up unnecessarily and also to reduce program expense.

5. Teams or individuals who have forfeited two scheduled games or contests will be dropped from further competition. No notice will be given and no entry fees will be refunded.

6. Teams or individuals must appear at the site of play to claim a forfeit, unless the forfeiture has been declared official by the Program Coordinator or Associate Director prior to the scheduled contest.

7. Officials and/or Program Coordinators are required to declare a contest forfeited when an individual or team displays flagrant poor sportsmanship (see "Code of Conduct," p. 16), is involved in an altercation, or departs from the site of competition prior to the completion of the contest. In each case, that team or individual will be immediately suspended from further competition. The team or individual may appeal that decision in writing to the Associate Director. The appeal must be filed prior to 5:00pm of the following school day or it will not be considered. Intramural protest/appeal forms are available in the Programs Office.

8. Forfeited contests will not be rescheduled.

B. Defaults

If a special problem or conflict arises that will prevent a team/individual from playing a regularly scheduled contest, it is possible to avoid the penalties associated with forfeiting by requesting that the contest be declared a default.

In order for a contest to be considered a default, the team captain/individual must contact the Programs Office by 5:00pm the day before the scheduled game.

A default will count as a loss for the team/individual defaulting and as a win for the opponent.

A team may default one game in league play. Defaults will not be permitted in playoffs, certain tournaments, or meets. Additional defaults will be considered forfeits.

One default will not eliminate a team from league play and will be taken into consideration for playoff seeding.

Note: To avoid a forfeit or default please see "Postponements," Section C.

C. Postponements

When absolutely necessary, a postponement for an intramural contest may occasionally be granted by the Intramural Coordinator.

1. A team or individual wishing to reschedule a contest must:

Contact the appropriate Program Coordinator in the Programs Office to obtain a list of available reschedule times.

Contact the opponent. If the opponent is willing to reschedule, a mutually convenient date/time must be agreed upon.

Both team captains must confirm the agreed upon rescheduled time with the Intramural Coordinator.

2. If a postponement request is approved, the contest must be played at the new time, date, and site. Failure to play at the rescheduled time will result in a loss by forfeit (see Section A) for the team, teams, or individuals involved.

D. Protests (General Information)

1. Protests will not be considered if they are based solely on a decision involving the judgment of an official.

2. Protests that shall be considered concern matters of the following types:

- a. Misinterpretation of a playing rule.
- b. Player eligibility.

3. All protests must be filed in the Programs Office by the team captain (for team sports) or individual participant (for individual and dual sports) on an official Protest Form which may be obtained from the Programs Office. Only written protests will be accepted. Teams or individuals may only file protests against those teams or individuals with whom they have had direct competition.

4. Questions of eligibility may be protested throughout the intramural season or tournament. Those protesting ineligibility must notify the official at the start of the contest and the contest will continue under protest. In any event, both team's roster will be checked for eligibility. Late players must be protested upon their entry into the contest. No eligibility protests will be allowed after the contest has been completed. It is the responsibility of the protesting team/individual to prove participant ineligibility.

5. Rule Misinterpretation Protests:

- a. Officiated contest: A protest regarding possible playing rule misinterpretation must be registered verbally with the official at the time the incident occurs and recorded on the score sheet.

(1) The game may continue if the proper rule misinterpretation can be agreed upon by both team captains and the official(s). The agreement must be indicated on the back of the score sheet and signed by the team captains and the official(s). Following the agreement, the result of the game will be final and neither team will be allowed to file a protest on the rule misinterpretation in question.

(2) If the interpretation cannot be clarified or agreed upon, the game will continue under protest. Both team captains should make certain that the official records specific game information at the time the protest is registered. The information must include: score, players involved, time remaining and other game situation details pertinent to any further decisions that would allow the game to be continued from the point of protest. 1. 2. 3. 4. 5.

(3) A written protest form must then be completed and filed in the Programs Office prior to 2:00pm of the following school day during league play and within one hour following the contest during playoffs.

- b. Non-Officiated Contest: In cases when officials are not assigned to a contest, the players are responsible for the conduct of the game. If an individual or team questions or protests a rule interpretation, the contest should immediately be stopped and the grievance brought to the attention of the opponent. If they cannot come to an agreement, they must contact the Program Coordinator or Associate Director for a ruling prior to continuation of play. If the contest is completed, the final score is official and no protest will be considered.

E. Protest Hearings and Rulings

1. The Associate Director will rule on eligibility protests, administration errors, and rule misinterpretation protests when they are obvious and not contested by either team or by the individual(s) involved.

2. The Program Coordinator may rule on protests regarding rule misinterpretation at the time of the occurrence.

3. Protests that are contested or involve situations that are not specifically covered in this Handbook shall be heard by the Intramural Review Board.

4. The Intramural Review Board shall consist of a Program Coordinator, one student Program Assistant and one professional member of the Department of Recreational Sports Programs staff. In cases where the Program Coordinator was involved in a protest decision prior to the Review Board hearing, he/she will be replaced on the Review Board by a professional member of the Department of Recreational Sports Programs staff.

5. Decisions by the Associate Director/Review Board may include, but are not limited to, the following:

- a. **Eligibility Protest:** The penalty for ineligible participation shall be forfeiture of all games/contests in which the ineligible person participated. In addition, the team captain(s) for that team(s) will be suspended for one game plus any further action the Review Board may deem appropriate. During playoffs, a team/individual in violation will be dropped from further competition.

b. Rule Misinterpretation Protest: When rule misinterpretation is involved, all officials for that contest shall be required to file a written report and may be asked to attend a hearing. The decision rendered on a protested game shall result in one of the following:

- 1) The protest is considered to be invalid and the game score stands as recorded.
- 2) When a protest is determined to be valid because of the misinterpretation of a playing rule, the decision will be corrected and the game shall be replayed from the point at which the incorrect decision was made.

F. Protest Appeals

If new evidence is presented that may have a bearing on a previous protest decision, an appeal may be made by following these rules:

1. An appeal must be made within 48 hours of the next contest during the regular season. A playoff contest appeal must be made within two hours after the initial protest decision has been announced.
2. An appeal must be made in writing to the Associate Director. Protest/Appeal Forms are available in the Programs Office.
3. Only the captain of the appealing team can file the appeal.
4. A team involved in a protest shall be represented by the team captain and the individual(s) involved.
5. If eligibility is involved in the appeal, those in question may not participate until a final decision has been rendered.
6. Rule misinterpretation and eligibility decisions made by the Intramural Review Board and/or Associate Director shall normally be final. However, individuals/teams may make a final appeal to the Director of Recreational Sports Programs if new evidence warrants further review.

VII. Annual Intramural Sports Schedule

The intramural sports program provides sports activities for those who enjoy a structured approach to recreation. Activities are designed to provide competitive and recreational experiences for participants of all skill levels and abilities. The program strives to offer a variety of activities to satisfy the needs of students, faculty, and staff through participation in individual, dual, and team sports scheduled throughout the school year.

Autumn 2011 Intramural Sports Schedule

Flag Football Leagues

Leagues are offered for men's and co-rec teams and women's teams should enough interest exist in recreational, competitive, and graduate student/faculty/staff divisions. Teams play a four week round robin league schedule followed by a single elimination playoff tournament for all teams without a forfeit and with a legal roster. Women's and men's teams consist of 7 players per team, and co-rec teams consist of 6 players per team (3 women, 3 men). Intramural championship T-shirts will be awarded to the members of the championship team.

Entry Fee: \$45.00/team
Entry Deadline: Wednesday, October 5, 5:00pm
Free Agent Meeting: Oct. 6, 4:00pm, IMA Lounge
Play Begins: Sunday, October 9

Co-Rec Volleyball Leagues

A five week round robin league schedule will be played followed by a single elimination playoff tournament for all teams without a forfeit and with a legal roster. Recreational, competitive, and graduate student/faculty/staff divisions will be offered. Teams consist of 3 women and 3 men on the court. Games are scheduled Monday, Wednesday, and Thursday afternoons and evenings. Intramural championship T-shirts will be awarded to the members of the championship team.

Entry Fee: \$45.00/team
Entry Deadline: Wednesday, October 5, 5:00pm
Free Agent Meeting: Oct. 6, 4:00pm, IMA Lounge
Play Begins: Monday, October 10

Six Foot & Under Basketball Leagues

Leagues are offered in open divisions for women's and men's teams and will be scheduled to play twice a week in a five team round robin format. All teams without a forfeit during round robin play and with a legal roster will advance to a single elimination playoff. Intramural championship T-shirts will be awarded to the members of the championship team.

Entry Fee: \$45.00/team
Entry Deadline: Thursday, October 12, 5:00pm
Free Agent Meeting: Oct. 6, 4:00pm, IMA Lounge
Play Begins: Monday, October 17

3-on-3 Soccer Tournament (Women's & Men's)

This fast paced tournament will use modified-rules, and games will be played on the IMA turf fields using smaller field and goal dimensions. Teams consist of three players per team on the field with no goalkeepers, using a "no play zone" in front of each goal. Team rosters are limited to four players. Teams will be scheduled for two games to be followed by a single elimination playoff tournament for all teams without a forfeit and with a legal roster; these teams are guaranteed a minimum of three games. Intramural championship T-shirts will be awarded to the members of the championship team.

Entry Fee: \$25.00/team
Entry Deadline: Wednesday, October 5, 5:00pm
Free Agent Meeting: Oct. 6, 4:00pm, IMA Lounge
Tournament Dates: Sat, Oct. 8 & Oct. 22

Racquetball Tournament

The tournament is double elimination and is available for men and women (singles and doubles) in various skill levels: Classes A, B, and C. Participants will be responsible for scheduling their matches and reporting the results. Intramural championship T-shirts will be awarded to the champions in each division.

Entry Fee: \$10.00/singles,
\$15.00/team (doubles)
Entry Deadline: Wed, October 12, 5:00pm
Play Begins: Friday, October 14

Swim Meet

Events are offered for women's, men's, and co-rec (relay) swimmers. Individuals or teams may enter this meet. Swimmers may swim a maximum of three individual and two relay races. Intramural championship T-shirts will be awarded to the winner of each event, as well as members of the winning team.

Entry Fee: \$7.00/person
Entry Deadline: Monday, October 24, 5:00pm
Meet Date: Wed, October 26, 7:00pm

Sports Officials' Orientation Meeting (All Sports)

Learn about working as an intramural sports official, schedule opportunities, general policies, and payroll procedures. Discussion will include the philosophy and fundamentals of officiating and the schedules for specific sports training clinics.

Meeting Date: Thursday, September 29
Time: 4:00pm
Place: Meeting Room, IMA

Winter 2012 Intramural Sports Schedule

Basketball Leagues

Teams will play a five week round robin schedule followed by a single elimination playoff tournament for all teams without a forfeit and with a legal roster. Recreational, competitive, graduate student/faculty/staff divisions will be offered for women's, men's, and co-rec teams. Intramural championship T-shirts will be awarded to members of the championship teams in each division.

Entry Fee: \$45.00/team
Entry Deadline: Wed, January 4, 5:00pm
Free Agent Meeting: Jan. 5, 4:00pm, IMA Lounge
Play Begins: Monday, January 9

Volleyball Leagues

Teams will play a five week round robin schedule followed by a single elimination playoff tournament for all teams without a forfeit and with a legal roster. Recreational, competitive and graduate student/faculty/staff divisions will be offered for women's and men's teams. Intramural championship T-shirts will be awarded to members of the championship teams in each division.

Entry Fee: \$45.00/team
Entry Deadline: Wed, January 4, 5:00pm
Free Agent Meeting: Jan. 5, 4:00pm, IMA Lounge
Play Begins: Wednesday, January 11

Innertube Basketball League

The game is played like traditional basketball except players are sitting in an innertube while floating in a pool. Teams consist of six players (3 women, 3 men) and will play a round robin schedule followed by a single elimination playoff tournament for all teams without a forfeit and with a legal roster. Intramural championship T-shirts will be awarded to members of the championship team.

Entry Fee: \$45.00/team
Entry Deadline: Wednesday, January 11, 5:00pm
Play Begins: Tuesday, January 17

Badminton Tournament

The tournament is double elimination and is available for men and women (singles and doubles) in various skill levels: Classes A, B, and C. Participants will be responsible for scheduling their matches and reporting the results. Intramural championship T-shirts will be awarded to the champions in each division.

Entry Fee: \$10.00/singles, \$15.00/team (doubles)
Entry Deadline: Wednesday, January 11, 5:00pm
Play Begins: Friday, January 13

Co-Rec 5-on-5 Soccer Tournament (Indoor)

The tournament will use modified-rules, and games will be played in the Dempsey Indoor Practice Facility using smaller field and goal dimensions. Teams consist of five players per team (2 women, 2 men and a goalkeeper of either sex) on the field. Teams will be scheduled for two games to be followed by a single elimination playoff tournament for all teams without a forfeit and with a legal roster; these teams are guaranteed a minimum of three games. Intramural championship T-shirts will be awarded to the members of the championship team.

Entry Fee: \$65.00/team
Entry Deadline: TBD
Free Agent Meeting: TBD
Play Begins: TBD

Volleyball Doubles Tournament

Women's, men's, and co-rec teams will play a double elimination tournament to determine the campus champions. Intramural championship T-shirts will be awarded to members of the winning teams in each division.

Entry Fee: \$15.00/team
Entry Deadline: Wednesday, January 11, 5:00pm
Tournament Dates: January 17, 23, 24, 30, 31 & February 6, 7

Sports Officials' Orientation Meeting (Basketball, Volleyball, Soccer)

Learn about working as an intramural sports official, schedule opportunities, general policies, and payroll procedures. Discussion will include the philosophy and fundamentals of officiating and the schedules for specific sports training clinics.

Meeting Date: Tuesday, January 3
Time: 4:00pm
Place: Meeting Room, IMA

Spring 2012 Intramural Sports Schedule

3-on-3 Basketball Tournament

Women's and men's tournaments will determine the campus champions. Present or former college varsity basketball players are not eligible to participate in this tournament. Intramural championship T-shirts will be awarded to the members of the championship team.

Entry Fee: \$25.00/team
Entry Deadline: Wednesday, April 13, 5:00pm
Free Agent Meeting: March 29, 4:00pm, IMA Lounge
Tournament Dates: April 16, 17, 18, 19

Soccer Leagues

Leagues are offered for women's, men's, and co-rec teams in recreational, competitive, and graduate student/faculty/staff divisions. Teams will play a five week round robin schedule followed by a single elimination playoff tournament for all teams without a forfeit and with a legal roster. Teams consist of seven players. Intramural championship T-shirts will be awarded to members of the championship team in each division.

Entry Fee: \$45.00/team
Entry Deadline: Wednesday, March 28, 5:00pm
Free Agent Meeting: March 29, 4:00pm, IMA Lounge
Play Begins: Sunday, April 1

Tennis Doubles Tournament

The tournament format will be double elimination in various skill levels: Classes A, B, and C. Participants will be responsible for scheduling their matches and reporting the results. Intramural championship T-shirts will be given to the winners of each division.

Entry Fee: \$15.00/team
Entry Deadline: Wednesday, April 4, 5:00pm
Tournament Begins: Friday, April 6

Softball Leagues

Leagues are offered for men's and co-rec teams and women's teams should enough interest exist in recreational, competitive and graduate student/faculty/staff divisions. Teams will play a five week round robin schedule followed by a single elimination playoff tournament for all teams without a forfeit and with a legal roster. Intramural championship T-shirts will be awarded to members of the championship team in each division.

Entry Fee: \$45.00/team
Entry Deadline: Wednesday, March 28, 5:00pm
Free Agent Meeting: March 29, 4:00pm, IMA Lounge
Play Begins: Sunday, April 1

Ultimate Leagues

Teams will play a five week round robin schedule followed by a single elimination tournament for all teams without a forfeit and with a legal roster. Co-rec, Men's and Women's recreational and competitive divisions will be offered. Co-rec teams must have at least two females on the field at all times. Members of the championship teams will receive an intramural championship T-shirt.

Entry Fee: \$40.00/team
Entry Deadline: Wednesday, March 28, 5:00pm
Free Agent Meeting: March 29, 4:00pm, IMA Lounge
Play Begins: Sunday, April 1

Crew (Rowing)

Six weeks of training and practice is followed by races for women's, men's, and co-rec crews in recreational and competitive divisions. The boats are 4-oared shells with coxswain, and the program is run out of the Waterfront Activities Center (WAC). Intramural championship T-shirts will be awarded to the members of the championship crews in each division.

Entry Fee: \$45.00/boat
Entry Deadline: Tuesday, April 3
Captains' Meeting: Wednesday, April 4, 5:00pm
Training Begins: Monday, April 9

Tennis Singles Tournament

The singles tournament is available for women and men in various skill levels: Classes A, B, and C. The tournament is double elimination. Participants will be responsible for scheduling their matches and reporting the results. Intramural championship T-shirts will be awarded to the champions in each division.

Entry Fee: \$10.00/person
Entry Deadline: Wednesday, April 4, 5:00pm
Tournament Begins: Friday, April 6

Sports Officials' Orientation Meeting (Softball, Soccer)

Learn about working as an intramural sports official, schedule opportunities, general policies, and payroll procedures. Discussion will include the philosophy and fundamentals of officiating and the schedules for specific sports training clinics.

Meeting Date: Tuesday, March 29
Time: 4:00pm
Place: Meeting Room, IMA

Summer 2012 Intramural Sports Schedule

Softball Leagues

Leagues are offered for men's and co-rec teams in recreational divisions. Teams will play a five week round robin schedule followed by a single elimination playoff tournament for those teams without a forfeit. Intramural championship T-shirts will be awarded to members of the championship team in each division.

Entry Fee: \$45.00/team
Entry Deadline: Wednesday, June 20, 5:00pm
Free Agent Meeting: June 21, 4:30pm, IMA Lounge
Play Begins: Monday, June 25

Soccer Leagues

Leagues are offered for men's and co-rec teams in recreational divisions. Teams will play a five week round robin schedule followed by a single elimination playoff tournament for those teams without a forfeit. Intramural championship T-shirts will be awarded to members of the championship team in each division.

Entry Fee: \$45.00/team
Entry Deadline: Wednesday, June 20, 5:00pm
Free Agent Meeting: June 21, 4:30pm, IMA Lounge
Play Begins: Tuesday, June 26

Ultimate Leagues

Leagues are offered for men's and co-rec teams in recreational divisions. Teams will play a five week round robin schedule followed by a single elimination playoff tournament for those teams without a forfeit. Intramural championship T-shirts will be awarded to members of the championship team in each division.

Entry Fee: \$40.00/team
Entry Deadline: Wednesday, June 20, 5:00pm
Free Agent Meeting: June 21, 4:30pm, IMA Lounge
Play Begins: Monday, June 25

Tennis Singles Tournament

Double elimination tournaments are offered for women and men in Class A, B, and C divisions. Participants will be responsible for scheduling their matches and reporting the results. The winners in each division will be awarded an intramural championship T-shirt.

Entry Fee: \$10.00/person
Entry Deadline: Wednesday, June 27, 5:00pm
Play Begins: Friday, June 29

Sports Officials' Orientation Meeting (Softball, Soccer)

Learn about working as an intramural sports official, schedule opportunities, general policies, and payroll procedures. Discussion will include the philosophy and fundamentals of officiating and the schedules for specific sports training clinics.

Meeting Date: Tuesday, June 19
Time: 4:00pm
Place: Meeting Room, IMA