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**The Intramural Sports Staff may adjust the policies and procedures within this manual at their discretion.**
NEW POLICY CHANGES FOR 2017-2018

FusionIM Replaces Versus
FusionIM is an online-based platform that will be replacing Versus starting in the Fall of 2017. Team and individual registration, viewing game schedules and playoff brackets, game day check-in for participants, and more will now go through FusionIM. Log in to your FusionIM portal online by going to connect.recpsports.vt.edu.

1. **Membership Videos on Canvas Are No Longer Required** – Watching a membership video will no longer be required or tracked for intramural sports participants. The membership video will still be available to be viewed on the intramural sports website. Please note that teams will be required to view a sport video and complete a quiz at the time of registration for any team sport.

2. **Team Rosters** – Team members must be added to their team’s roster prior to playing. If a participant is not on a team roster when checking in to play, they will need to be manually added. For team sports, players may be added to a roster all season; however, after three weeks of play (coincides with the start of playoffs for Competitive Divisions), players are locked on the roster to which they are associated.

3. **Eliminated Registration Grace Period** – Participants must have purchased the appropriate intramural sports membership prior to playing. There is no longer a 48-hour grace period to purchase your membership after participating in an activity.

Transgender Policy
Each intramural activity offers one of the following four league options: Men’s, Women’s, CoRec, or Open. Every player must comply with participant eligibility policies; however, an individual is encouraged to participate in the appropriate league based on the individual’s expressed gender identity.

Media Policy
Taking pictures or recording video of any intramural activity is not permitted unless prior approval is granted by the Intramural Sports Office.

Team Activity Division Changes
With the introduction of FusionIM, intramural sports activities will now offer two different divisions for participation: the **Competitive Division** and the **Recreational Division**.

The **Competitive Division** is for teams seeking to compete at a high level and wishing to participate in a playoff tournament (formerly the Advanced/Intermediate divisions). During the first three weeks of the season, teams are guaranteed to be scheduled for at least two round robin games. Teams in the Competitive Division will be placed into a playoff bracket if they meet team eligibility requirements.

The **Recreational Division** offers teams the chance to play in an environment founded on social networking, teamwork, and simple enjoyment of exercise (formerly the Beginner division). This division is for participants without extensive experience in a sport, or those that enjoy the opportunity to be part of the game. Teams in this division will not participate in a playoff tournament. Instead, each team will receive its full schedule at the beginning of the season (typically a four-game season). Teams in this division will be guaranteed their scheduled time-slot for the duration of the season.
Open Registration for Singles/Doubles Activities
Participants interested in joining a singles/doubles activity will be allowed to register at any point during the season up until two weeks before the playoffs begin. For singles/doubles activities with a regular season and playoff season, all participants must have played two matches by the end of the regular season to be playoff eligible. The open registration policy does not apply to the following activities: fantasy football, putt putt tournament, sand volleyball doubles tournament, holiday football pickem contest, chess tournament, free throw contest, 3-point shooting contest, basketball tournament pickem contest, sports trivia contest, and the champion t-shirt design contest.

Forfeits and Grace Period
If one team is present at the start of the grace period, that team will have the option to start the game ahead by the score of the mercy rule for that sport. However, the team may also elect to have the game started with a “0-0” score if the opponent shows up prior to the end of the grace period.

Reinstatement Procedures
Following a regular season forfeit, a team has until midnight on the 2nd day after the forfeit or before their next game (except for weekend events, see below), to pay the Forfeit Reinstatement Fee. The fee can be paid online by going the Recreational Sports Portal. The Intramural Sports Forfeit Reinstatement Fee is listed under the Multi-Visit Passes section (click on Personal Training & Private Instruction icon). If the team does not pay this fee by the deadline, it will be removed from the league and replaced with a team from the waiting list. If there is no waiting list, teams already scheduled in the league will have the opportunity to fill in the open spot in the league to play additional games. These open spots will be filled on a first come, first served basis and captains will be notified when open spots become available. The Forfeit Reinstatement Fee for all sports is $20. **USOA Tournaments or other weekend events may follow alternate reinstatement procedures. In those situations, the procedures will be outlined in the Information/Rule Sheet distributed prior to the tournament.**

Team and Sportsmanship Ratings
Team captains will no longer give a sportsmanship rating for their opponents. Supervisors, officials, and scorekeepers will still need to give sportsmanship ratings for each team and after every game on a 0-5 scale. Team ratings are no longer needed. Previously, teams were rated A/I/B based on the staff’s suggested playoff bracket placement for each team. With the change to Competitive and Recreational Divisions, teams will no longer change divisions before the playoffs and therefore team ratings will no longer be required.

Rosters – Adding and Removing Players
To encourage participation, teams are allowed to add players to their roster throughout an activity season (including the playoffs as long as they are not associated with another team after the 3-week period, see new change below). In order to be added to a roster, a player must first complete the membership requirements and then check-in prior to a game by presenting a valid ID to an Intramural Staff Member. Participants are restricted to playing on only one team within a league (i.e., Men’s, Women’s, CoRec, or Open). For team sports, three weeks after the start of the season, all players will be locked on the roster in which they are associated and may not be removed to be added to another team. The Intramural Staff will resolve violations and consider exceptions on a case-by-case basis.
Smoking and Drugs/Controlled Substances

Smoking of any kind is not allowed while participating in an intramural activity. In accordance with university policy, smoking is the lighting or burning of any pipe, cigar, or cigarette, or other tobacco product; or the use of any electronic cigarette or vaping device (University Policy No. 1010). Additionally, those who smoke outside of buildings are expected to be considerate and courteous of other individuals in the university community. Spectators may use tobacco outside only if it does not bother any other spectators, participants, or intramural staff. Smoking is prohibited at any indoor intramural activity, whether on campus or off campus.

The use of drugs is incompatible with the goals of the academic community and the Recreational Sports mission (University Policy No. 1020). Therefore, the Intramural Sports Program prohibits the use or possession of any unlawful drug or controlled substance at any intramural activity. Additionally, an individual that is using, in possession of, or under the influence of any drug or controlled substance will be reported to the Virginia Tech Police Department and/or the Office of Student Conduct.
FREQUENTLY ASKED QUESTIONS

1. **How do I purchase a membership or register for an activity?**
   For information and instructions regarding purchasing a membership or registration, please visit the Intramural Sports website or view page 24 of this manual titled “Registration Information”.

2. **What does my membership allow me to play?**
   There are two memberships that you may purchase, a Full Intramural Membership and a Singles/Doubles Membership.

   The Full Membership ($20) allows you to participate in any team sport or singles/doubles activity throughout the entire year.

   The Singles/Doubles Membership ($5) allows you to participate in any singles/doubles activity throughout the entire year (team sports excluded).

3. **Who can purchase an intramural membership?**
   Any student or employee currently affiliated with Virginia Tech is eligible to purchase a membership. This includes Campus Ministry, Visiting Scholars, VCOM, Vet Med, and CRC Employees with Virginia Tech IDs. Recreational Sports Long Term Guests (except Dependents) are also eligible to purchase a membership. Alumni are not eligible to purchase the Intramural Membership unless they fall into one of the previous categories mentioned.

4. **Why is there a video when I register for a team sport?**
   Online videos are the most effective way for us to communicate important policies and guidelines with our 8,500+ participants and will help you make the most of your intramural experience. The sport videos contain sport-specific information such as the sport rules, where games are played, the number of players needed to avoid a forfeit, etc.

5. **Where do I find information about rules, round robins, challenge ladders, and playoff brackets?**
   Registration info, team schedules, playoff brackets can be found at the Intramural Sports Activity Registration page.

   All other information pertaining to intramural sports including sport rules, policies, roster minimums, activity schedules, registration dates, and more can be found on the VT Intramural Sports Website. For specific information about each sport or activity, click on the “Sports” link and select your activity (e.g., Golf).

6. **I want to register for a team sport but don’t have a team, what should I do?**
   For most of our team sports, participants can register as Individuals Needing a Team (“free agents”). Registering as a free agent is only for those participants who do not have a team already.

   To sign up as a free agent go to the Intramural Sports Activity Registration Page. Select the more options button (≡) in the top left and then select “FusionIM”. From there, select “Register” and use the menu options to sort by sport, division, league, day of the week, time range, and more.

   After finding the specific league that you would like to sign up as a free agent for, select the league and click “Register”. Select “Register as a player” and then “Become a free agent”. Captains from the teams in this league will be able to see that you are a free agent and add you to their roster.
**INTRAMURAL SPORTS MISSION STATEMENT**

It is the mission of the Intramural Sports Program under the Department of Recreational Sports at Virginia Tech to provide a wide range of individual and team activities at both a competitive and a recreational level to students, faculty, staff, and other members of the university community. Our purpose is to provide exercise, recreation, and fun to our participants in a relaxed, yet structured environment. Intramural sports are a crucial element of the student life experience because they promote and reinforce teamwork and personal accomplishment, mutual respect and integrity, competition and recreation, as well as skill and exercise. Everyone is encouraged to play to the best of their abilities; however, a win-at-all-costs attitude is inappropriate and strongly discouraged. The genuine value of intramural sports comes from the opportunity to participate, not from winning.

**DIVERSITY**

The Intramural Sports Program aims to create an environment in which all members are treated with dignity and respect in the spirit of Virginia Tech’s motto *Ut Prosim* (That I May Serve). Diversity refers to the fact that our community is comprised of many individuals, each having unique attributes based on a variety of social, physical, and cultural characteristics including, but not limited to:

- Age
- Class
- Disability
- Ethnicity
- Gender
- Marital status
- National origin
- Political affiliation
- Race
- Religion
- Sexual orientation
- Veteran status

The changing composition of our larger society demands that Virginia Tech prepare its students for life, leadership, and cultural literacy within an increasingly diverse society. The existence of diversity within the Virginia Tech community provides us the opportunity to discover ways to integrate individuals and groups of all backgrounds into the larger community. In doing so, we must learn to respect the values and uniqueness of each while still advancing Virginia Tech in its traditional activities of instruction, research, and public service.

**TRANSGENDER POLICY**

Each intramural activity offers one of the following four league options: Men’s, Women’s, CoRec, or Open. Every player must comply with participant eligibility policies; however, an individual is encouraged to participate in the appropriate league based on the individual’s expressed gender identity.
CONCUSSION POLICY

According to a 2012 Consensus Statement on Concussions, a concussion is a “...brain injury and is defined as a complex pathophysiological process affecting the brain, induced by biomechanical forces...caused either by a direct blow to the head, face, neck, or elsewhere on the body with an ‘impulsive’ force transmitted to the head.” Concussions often result in the impairment of normal brain function and may be accompanied by the following signs or symptoms:

- Headache or feeling of pressure in head
- Temporary loss of consciousness
- Confusion or feeling as if “in a fog”
- Amnesia surrounding the event
- Dizziness or “seeing stars”
- Ringing in the ears
- Nausea
- Vomiting
- Slurred speech
- Delayed response to questions
- Appearing dazed
- Fatigue

Given the neurological impairment, experts recommend that athletes with a suspected concussion not return to play until evaluated by a health care professional with training in concussion diagnosis and management. Additionally, an individual that experiences concussion-like symptoms should be aware of the development of new symptoms or worsening of existing symptoms. In such cases, the individual should seek medical attention if he or she experiences any of the following “red flags”:

- Headaches that worsen
- Neck pain
- Unusual behavior change
- Weakness/numbness in arms or legs
- Drowsiness (cannot be awakened)
- Repeated vomiting
- Neurologic signs (e.g., bruising)
- Change in state of consciousness
- Can’t recognize people/places
- Increase confusion or irritability
- Slurred speech
- Seizures

Given the severity of concussions, an individual exhibiting signs, symptoms, or behaviors consistent with sport-related concussions will be removed from participation and not allowed to play for the remainder of the day (includes later games in the case of a doubleheader). VT Rescue will be notified and asked to respond to provide medical attention and hospital transportation, as needed.

Participants should be cleared by an appropriate health-care professional experienced with concussion diagnosis and management prior to participating in intramural activities. However, a medical professional may not clear a player on site (e.g., teammate or spectator, regardless of education and expertise, may not approve the participant to play). In no circumstance should an individual suspected of having a concussion be allowed to leave the playing site without assistance.

1 Consensus statement on concussion in sport: the 4th international Conference on Concussion held in Zurich, November 2012
2 "Concussion" – Mayo Clinic
3 "Concussion Resources for Coaches and Athletic Trainers" – Sports Concussion Institute
4 “Suggested Guidelines for Management of Concussion in Sports” – National Federation of State High School Associations
SPORTSMANSHIP

As stated in the Intramural Sports Mission Statement, our purpose is to provide exercise, recreation, and fun for our participants in a relaxed, yet structured environment. Therefore, a team sportsmanship rating system has been developed to encourage proper sporting behavior during all Intramural contests.

Throughout round robin play, teams must have a minimum average sportsmanship rating of 3.0 to be eligible for the playoffs. Teams that receive below a 3.0 average for any game during the regular season may be required to meet with the Intramural Sports Coordinator or Graduate Assistant(s) to be eligible for their next contest. If a game is not completed due to any sportsmanship-related incidents, the sportsmanship rating earned will stand regardless of whether or not the game is official. During playoffs, teams must have a sportsmanship average of 3.0 or better in each game to advance. If a team receives below a 3.0 average in any playoff game, the team will be removed from the playoffs and may be replaced by the opposing team. If neither team receives a 3.0 rating, both teams will be removed.

After each game, teams are given a sportsmanship rating by game officials, the scorekeeper, and supervisor. The following rating system is used as a guideline:

“5” Excellent Sportsmanship: Players cooperate fully with opponents and officials; captain calmly converses with officials and has full control of his/her teammates.

“4” Good Sportsmanship: Team members display minor disagreement or unsporting behavior; teams with an unsportsmanlike penalty/foul are not eligible to receive a rating higher than a “4” for that game; team wins by forfeit.

“3” Average Sportsmanship: Team members display disagreement and unsporting behavior toward officials and/or opponents; teams with 2+ unsportsmanlike penalties/fouls are not eligible to receive a rating higher than a “3” for that game.

“2” Poor Sportsmanship: Team members display a serious lack of control and continuously show unsporting behavior to officials and/or opponents from the field/sidelines; captain has little or no control of team; team must have received at least one unsportsmanlike penalty/foul to receive a “2” or below; team forfeits a game; teams with an unsporting ejection cannot receive higher than a “2” rating.

“1” Unacceptable Sportsmanship: Captain has no control over team, resulting in an ejection; team is completely uncooperative; a team that causes a game to be forfeited – other than by not showing – may receive a “1” rating.

“0” Team Disqualification/Forfeiture of the Game: Player(s) or coach(es) ejected for abuse against a staff member or opponents; team is disqualified for unsportsmanlike acts before, during, or after the game.
TEAM CAPTAINS

Recruitment
Many people on campus want to participate in intramural sports but are unaware of how to get involved. You can introduce those individuals to the Intramural Sports Program by including them on your team. As a captain, you should ensure that every teammate is eligible and has purchased an Intramural Membership. Remember, as a captain, you can browse free agents in FusionIM if your team is in need of more players.

The Intramural Sports Program offers the opportunity to enjoy friendly competition, healthy exercise, and interaction with diverse groups of individuals. Use this opportunity to get involved and get others involved.

Organization
During the regular season, game times do not change. Teams should expect to play at the same time during the week for major team sports. However, during the playoffs, teams may play on back-to-back days. For outside sports, games may be cancelled due to weather on the day of the game. Thus, it is important for captains to be able to contact their teammates. We suggest that all captains maintain an organized list of team players with the following information: player names, e-mail addresses, and telephone numbers.

Communication
As a captain, the most important job as the leader is communicating with your teammates. It is up to you to know the intramural policies and procedures and encourage team members to know them as well. If necessary, inform team members of any special rules that may apply for your particular sport. We suggest frequent communication among team members so you know which team members will be present for each contest. Finally, we ask that you are willing to communicate on a regular basis with the Intramural Sports Office. We encourage your feedback as we continue to make our Intramural Sports Program one of the best in the country!
CAPTAIN RESPONSIBILITIES

1. Submit all team registration information by going to your FusionIM portal and clicking Fusion IM from the dropdown menu in the top left corner and click Register.

2. It is expected that captains watch and understand the preseason video as well complete the preseason quiz which is part of the registration process when creating a team. In rare circumstances, you may be asked to represent, or ensure the team is represented, for in-person preseason meetings, meetings to discuss sportsmanship incidents, and/or protest situations.

3. Ensure all team members meet the eligibility requirements for participating.

4. Invite team members to join your team and inform members of game times and locations for all scheduled contests. Please also encourage your teammates to arrive 15 minutes prior to game time to keep games on schedule.

5. Notify team members that they must present a valid Virginia Tech ID prior to participation as verification of their eligibility to participate in intramurals. Remember...No ID, No Play!

6. Ensure all team members are added to the team roster and checked-in for each game. It is your responsibility to manage your team’s roster.

7. Act as a team representative when discussing rule interpretations and player eligibility with Intramural staff. All participants are expected to maintain proper sporting conduct.

8. Be familiar with rules, schedules, policies, and procedures of the Intramural Sports Program and pass important information along to all team members. This manual is available on the Intramural Sports Policies page.

9. Complete and submit any necessary paper work required related to team participation in intramural activities (e.g., playoff conflict sheets, protest forms).

10. Check the web site daily to verify schedules, results, and important information. Report any discrepancies in information to the intramural staff immediately.

11. Inform, educate, and stress the importance of sportsmanship to all players and spectators affiliated with your team.

12. Work with Intramural Sports staff to ensure a safe and fun intramural experience for all participants.
TEAM MEMBER RESPONSIBILITIES

1. Ensure you are eligible to participate in intramural sports by purchasing your Intramural Membership.

2. All team members should arrive at the field or court 15 minutes prior to the scheduled game time. This provides players ample time to properly check in with a valid Virginia Tech ID. Remember...No ID, No Play!

3. Be aware of the Intramural Sports Program’s rules, policies, and procedures related to your activity. Ask your team captain or a member of the Intramural Staff if you have any questions. You may also answer many of your questions by visiting the Intramural Sports website.

4. Act in a sportsmanlike manner when participating in intramural activities. Remember...playing intramural sports is a privilege, not a right.

5. Provide feedback to improve the Intramural Sports Program by responding to surveys sent to all intramural participants throughout the year.

6. Positively reflect and actively uphold the values of Virginia Tech Intramural Sports Program, which include the values of fun, fitness, participation, social interaction, and fair competition.
EMPLOYMENT OPPORTUNITIES

The Intramural Sports Program hires more than 200 student employees that work as sports officials, scorekeepers, supervisors, and interns. The majority of our students work as sports officials or scorekeepers and learn important transferrable skills, meet new peers, develop relationships, and enjoy opportunities to develop as leaders on campus. All student employees are allowed and encouraged to participate in intramural sports. We offer flexible scheduling to our employees and, although previous experience is preferred, no prior experience is necessary to be hired. Students hired for these positions will be expected to attend meetings, clinics, and trainings where they will learn all the skills needed to meet all responsibilities of the position. Please see our job listings below. To apply for a position, go to [http://recsports.vt.edu/employment](http://recsports.vt.edu/employment) and click either Intramural Sports Official or Intramural Sports Scorekeeper.

**Intramural Sports Official:** Every year, the Intramural Sports Program hires 200+ student officials for 9+ team sport activities. Officials’ responsibilities include but are not limited to: officiating team sport activities, ensuring the safety of participants through use of proper officiating mechanics and rules, and assisting site and equipment management. No qualifications or skills are required and no experience is necessary. You will be provided with the training needed to officiate intramural contests from highly trained and skilled staff.

**Intramural Sports Scorekeeper:** Every year, the Intramural Sports Program hires 30+ student scorekeepers for 11+ team sport activities. Scorekeeper responsibilities include but are not limited to: game administration, enforcing intramural policies, assisting with site and equipment management, and ensuring the safety of participants by serving as a first responder to injuries. No qualifications or skills are required and no experience is necessary.

**Virginia Tech does not discriminate against employees, students, or applicants on the basis of race, color, sex, sexual orientation, disability, age, veteran status, national origin, religion, or political affiliation. Anyone having questions concerning discrimination should contact the Equal Opportunity and Affirmative Action Office.**

Officials

Officials are an integral part of the Intramural Sports Program at Virginia Tech. Without student officials, our program would not exist. New student officials make $9.75 per hour while high school officials make between $45.00 and $70.00 per game. Clearly, the use of student officials obviously helps keep participant fees at a reasonable price. Every year, we receive feedback from intramural participants regarding our officials, as do high school, NCAA, and all professional leagues. We take this feedback seriously and use it to improve our staff, but participants are expected to allow student officials the opportunity to do their jobs and not create a negative atmosphere that prevents these student employees from learning and developing. If you have questions, comments, or concerns about an official, please contact our office or complete a participant official’s evaluation form. Do not try to settle your problems on the field or court. Remember, officials do not win or lose games, teams do.
**ALCOHOL, SMOKING, & DRUGS/CONTROLLED SUBSTANCES**

The Intramural Sports Program has a zero tolerance policy for alcohol during any intramural activity. If a participant or spectator appears to be intoxicated and is causing a disruption or making a scene, he/she may be asked to leave the premises. Individuals that violate this policy may be reported to the Virginia Tech Police Department and/or the Office of Student Conduct.

Smoking of any kind is not allowed while participating in an intramural activity. In accordance with university policy, smoking is the lighting or burning of any pipe, cigar, or cigarette, or other tobacco product; or the use of any electronic cigarette or vaping device (University Policy No. 1010). Additionally, those who smoke outside of buildings are expected to be considerate and courteous of other individuals in the university community. Spectators may use tobacco outside only if it does not bother any other spectators, participants, or intramural staff. Smoking is prohibited at any indoor intramural activity, whether on campus or off campus.

The use of drugs is incompatible with the goals of the academic community and the Recreational Sports mission (University Policy No. 1020). Therefore, the Intramural Sports Program prohibits the use or possession of any unlawful drug or controlled substance at any intramural activity. Additionally, an individual that is using, in possession of, or under the influence of any drug or controlled substance will be reported to the Virginia Tech Police Department and/or the Office of Student Conduct.

**ATHLETIC APPAREL AND EQUIPMENT**

**Athletic Apparel**

All intramural participants must wear appropriate athletic attire while participating. Appropriate attire includes, but is not limited to, t-shirts, shorts, warm-up suits, or sweat suits. Participants are not allowed to play without a shirt (e.g., in a sports bra only, with no shirt covering a sports bra, or in a bathing suit top only). All participants must wear a shirt. The only exception to this is for Innertube Water Polo and Battleship, in which bathing suits are allowed. No jeans are allowed unless playing softball. All clothing must meet public decency standards.

**Equipment**

1. Knee braces made of hard unyielding material are illegal unless covered with at least ¼ inch of closed-cell, slow recovery rubber or other material of the same minimum thickness with similar physical properties (such as the Lenox Hill Sport sleeve or neoprene sleeve).
2. All jewelry must be removed before any participant is permitted to play (Exception: health or medical alert bracelets and necklaces). Taping over jewelry is not permitted! You may contact the Intramural Sports Coordinator to discuss exceptions for religious jewelry.
3. Shoes:
   - Shoes must be worn during all activities except Innertube Water Polo and Battleship.
   - Court shoes of a soft leather or canvas uppers must be worn in the gym facilities.
   - Hiking boots, combat boots, or street shoes are not permitted.
   - Metal spikes or metal screw-ins are not permitted.
   - Shoes with front toe spikes are not permitted during 9-on-9 soccer.
4. Other equipment needed for play may be checked out from the Intramural Scorekeepers or Supervisors with a valid Virginia Tech ID. These individuals can be found near the field or court for all team sports.
5. All Innertube Water Polo and Battleship participants must wear bathing suits. Participants (except Innertube Water Polo) are not allowed to play wearing without a shirt/jersey or in only a sports bra/bathing suit top.
6. Jeans are not allowed except for softball.
7. All clothing must meet public decency standards.

**Jersey Policy**

All teams (except Innertube Water Polo and Battleship teams) are required to have both a light-colored shirt/jersey and a dark-colored shirt/jersey. The dark-colored shirt/jersey must be the same shade of color across the team (e.g., light blue and royal blue are not the same shade, gray and blue are not the same color). Note that flag football has certain rules about the shirt/jersey length and armhole openings (consult the Flag Football Information Sheet online for details). Opposing teams may not wear similar colors during the game (torso of the shirt/jersey determines color).

- If both teams show up with the same color, the captains must determine which team will wear their alternate color. Teams must work together to ensure that the game is played. If an agreement cannot be reached that puts the two teams in distinct colors, both teams will forfeit the game.
- If one team does not have enough shirts/jerseys of either color to field a team, they will forfeit the game.

Teams playing Flag Football, 9-on-9 or Indoor Soccer, 5-on-5 Basketball, and Softball must have one- or two-digit whole numbers on their shirt/jersey for administrative purposes.

- Each team member must have a distinct number from other team members.
- Numbers must be at least 6 inches in height and must be clearly visible from a distance of 10 yards (i.e., no black numbers on a navy shirt/jersey).
- Taping numbers is not allowed.

One of our primary goals is to always play the game. As an example, we understand that there may be situations where one team is wearing white and the opponent is wearing royal blue but has a teammate with a navy shirt/jersey. In those situations, the captain of the team wearing white as well as the supervisor on duty and officials may agree that there is no confusion, thus allowing the player wearing the navy shirt/jersey to play. If the captain of the team wearing white or the supervisor feels there would be confusion, the player will not be allowed to play with the navy shirt/jersey. Note that if the royal blue team was playing a black team in a similar situation, the participant with the navy shirt/jersey would cause confusion and thus would not be allowed to play with the navy shirt/jersey. This means that a team could potentially be able to use a shirt/jersey one week but not the next. Teams are reminded that they must always bring their alternate shirt/jersey to ensure their ability to play.
AWARDS

Intramural Championship shirts are awarded to the champions of the competitive division in each Men's, Women's, CoRec, and Open activity offered throughout the year. A picture of each team is taken and displayed on the Wall of Champions in War Memorial Hall and on the Intramural Sports web page. There is a maximum number of shirts available for the winners of each division. However, a team may purchase additional shirts in the Intramural Sports Office. For more information or specific details please contact the Intramural Sports Office at (540) 231-8297.

At the conclusion of each activity year, the Intramural Sports Program selects and recognizes recipients for a number of participant awards. These participants are chosen in an effort to recognize outstanding participation within the program. Awards include 1) the Hokie Grail Award, 2) Team Sportsmanship Awards, 3) the Male and Female Athletes of the Year, and 4) the Men’s, Women’s, and CoRec MVPs for each sport. The names of these awardees will be displayed on the Wall of Champions. See below for additional details about these awards.

The Hokie Grail Award
The Hokie Grail Cup is presented to the Fraternity, Sorority, Organization/Residence Hall, and Independent organization that has accumulated the greatest number of all-university points through participation in team, individual, and dual sport activities throughout the year. Each organization will be presented with a Hokie Grail Cup at the Intramural Sports Awards Ceremony held at the conclusion of each activity year. The organization name is engraved on the Hokie Grail Trophy and displayed on the Wall of Champions.

Team Sportsmanship Award
At the conclusion of each week of play all teams that receive a perfect “5.0” sportsmanship average are entered into a drawing for recognition as the Weekly Sportsmanship Award Winner. Each team chosen will be presented with an award and have their picture taken for the Intramural Sports web page to recognize their outstanding sportsmanship. Finally, at the completion of each sport season, one team is selected as the overall sportsmanship winner based on their overall team sportsmanship average, number of games played, and how far they advanced in the playoffs. The team chosen is presented with their award at the Intramural Sports Awards Ceremony at the end of the year. Additionally, their team name is engraved on the Sportsmanship Award plaque on display on the Wall of Champions.

Male & Female Intramural Athletes of the Year
At the end of each activity year, two participants are selected as the Male and Female Athletes of the Year. Winners are selected based on participation in team, individual, and dual sports, MVP votes throughout the year, and leadership within the Intramural Sports Program. Each recipient is presented an award at the Intramural Sports Awards Ceremony at the end of the year. These award recipients also have their name engraved on the Athlete-of-the-Year plaque on display on the Wall of Champions.
**CANCELLATIONS AND INCLEMENT WEATHER**

Game status as it relates to weather and playing conditions is determined by 4:00pm daily by the Intramural Sports Staff. If games are cancelled prior to 4:00pm, the Intramural Sports Staff will notify team captains. After 4:00pm, game status is determined hourly. For the most current game status, participants are encouraged to follow the Intramural Sports Twitter/Facebook page (@VTIntramurals).Unless circumstances permit, games cancelled during regular season play are not rescheduled. If games are rescheduled, team captains will be notified and the game changes will be visible in the My Teams section of your FusionIM portal. All playoff games postponed or suspended due to inclement weather will be rescheduled and teams will be notified as soon as possible.

**PARKING**

Parking is not allowed on the South Recreational Area (SRA) fields or in the gravel lot by the fields. The lot is reserved for staff parking and emergency personnel access. Please park in areas designated as University parking to avoid being towed. Be aware of parking restrictions on the Drillfield for games played at War Memorial Gym.

**MEDIA POLICY**

Taking pictures or recording video of any intramural activity is not permitted unless prior approval is granted by the Intramural Sports Office.

**SOUTH RECREATION AREA FIELD POLICIES**

To ensure the longevity and quality of our turf fields, the following items are not allowed:

- Alcohol or tobacco products
- Beverages (other than water)
- Food, including gum, seeds and nuts
- Glass bottles or containers
- Metal cleats (only rubber cleats are allowed)
- Outdoor furniture or folding chairs
- Pets of any kind (only service animals are allowed)
- Spiked objects such as umbrellas or canopies
- Unauthorized vehicles, bikes, or carts

We also ask that you don’t pick up or pull grass fibers or infield materials. Formal practice or games require a field reservation. For reservations, please call the Rec Sports Office 540-231-6856. For after hour concerns, please call the Virginia Tech Police Department at 540-231-6411. We appreciate your help in preserving our fields for years to come!
FORFEITS AND REINSTATEMENT FEES

The Intramural Supervisor on duty has sole authority to declare a team forfeit. A forfeit is recorded when a team 1) does not meet the minimum number of players required (see below) to begin a game by the expiration of the 10-minute grace period which begins at the scheduled game time, 2) uses an ineligible player, or 3) if the game is ended due to unacceptable sportsmanship. To minimize forfeits, we ask teams to arrive at least 15 minutes prior to the scheduled game time.

3v3 Basketball – 2 players  
4v4 Flag Football – 3 players  
5v5 Basketball – 4 players  
9v9 Soccer – 6 players  
Dodgeball – 4 players  
Flag Football – 4 players  
Indoor Soccer – 4 players  
Innertube Water Polo – 4 players  
Softball – 8 players  
Ultimate Frisbee – 4 players  
Volleyball – 4 players  
Wallyball – 3 players

Grace Period

If neither team has the required number of players by the end of the 10-minute grace period, the results are recorded as a forfeit for both teams. Forfeits during round robin play result in suspension of a team’s participation privilege. To be reinstated, the team must follow the reinstatement procedures listed below. A forfeiting team receives 2.0 sportsmanship rating and the opposing team receives 4.0 sportsmanship rating, provided it does not forfeit as well. A forfeit during a playoff tournament eliminates a team from further competition.

If one team is present at the start of the grace period, that team will have the option to start the game ahead by the score of the mercy rule for that sport. However, the team may also elect to have the game started with a “0-0” score if the opponent shows up prior the end of the grace period.

Reinstatement Procedures

Following a regular season forfeit, a team has until midnight on the 2nd day after the forfeit or before their next game (except for weekend events, see below), to pay the Forfeit Reinstatement Fee. The fee can be paid online by going the Recreational Sports Portal. The Intramural Sports Forfeit Reinstatement Fee is listed under the Multi-Visit Passes section (click on Personal Training & Private Instruction icon). If the team does not pay this fee by the deadline, it will be removed from the league and replaced with a team from the waiting list. If there is no waiting list, teams already scheduled in the league will have the opportunity to fill in the open spot in the league to play additional games. These open spots will be filled on a first come, first served basis and captains will be notified when open spots become available. The Forfeit Reinstatement Fee for all sports is $20.

**USOA Tournaments or other weekend events may follow alternate forfeit/reinstatement fee procedures. In those situations, the procedures will be outlined in the Information/Rules Sheet distributed at the pre-tournament information meeting.**
MERCY RULE GUIDELINES

If a team is losing with 2 minutes remaining in the game (except for Softball, Kickball, and Wiffleball) by the following differential, the game will be ended due to mercy rule:

<table>
<thead>
<tr>
<th>Sport</th>
<th>Men's/Women's</th>
<th>CoRec</th>
</tr>
</thead>
<tbody>
<tr>
<td>Soccer (9-on-9)</td>
<td>3 points</td>
<td>7 points</td>
</tr>
<tr>
<td>Indoor Soccer</td>
<td>4 points</td>
<td>10 points</td>
</tr>
<tr>
<td>Innertube Water Polo</td>
<td>4 points</td>
<td>10 points</td>
</tr>
<tr>
<td>Ultimate Frisbee</td>
<td>4 points</td>
<td>10 points</td>
</tr>
<tr>
<td>Basketball (Freshman and 5-on-5)</td>
<td>19 points</td>
<td>25 points</td>
</tr>
<tr>
<td>Flag Football</td>
<td>19 points</td>
<td>25 points</td>
</tr>
<tr>
<td>Softball, Kickball, Wiffleball</td>
<td>20 runs after 4 innings</td>
<td></td>
</tr>
<tr>
<td></td>
<td>15 runs after 5 innings</td>
<td></td>
</tr>
<tr>
<td></td>
<td>10 runs after 6 innings</td>
<td></td>
</tr>
</tbody>
</table>

**For more information, see the sport information sheet.**
EJECTIONS

Any player, coach, or fan ejected from an intramural contest for any reason must immediately leave the playing area if requested to do so by Intramural Sports Staff. Failure to leave may result in forfeiture of the game by the individual’s associated team. Cooperation with Intramural Staff is encouraged in order to insure a smooth reconciliation of any ejection situation.

Any ejected individual should receive an e-mail notification from the Intramural Sports Staff. It is the responsibility of the ejected individual to contact the Intramural Sports Graduate Assistant(s) (by calling 540-231-8297 or e-mailing imsports@vt.edu) within 14 days of the ejection date. Ejected participants who do not contact the Intramural Sports Graduate Assistant(s) within this time frame may be referred to Virginia Tech’s Office of Student Conduct. Any individual ejected from an intramural activity is immediately suspended from participating in intramural programs until having met with the Intramural Sports Graduate Assistant to resolve the situation. Self-imposed punishment is not accepted.

The Graduate Assistant(s) will schedule a meeting once contacted by the participant. If a Graduate Assistant is unable to meet with the ejected individual, the Intramural Sports Coordinator will conduct the meeting. If a situation arises in which the Graduate Assistant(s) or Coordinator are unavailable, the meeting will be scheduled for the first date one of the three is available. The Assistant Director of Intramural Sports and Technology will handle all appeals.

Meetings are structured in an open-dialogue format to ensure all perspectives are represented before outcomes are decided. Therefore, it is in the ejected individual’s best interest that the meeting is conducted in a timely fashion. If a suspended individual is found playing with an intramural team prior to meeting with the Intramural Staff, the team will be removed from further participation in the league. Additional sanctions may be imposed for the suspended individual.

**All one-game suspension(s) resulting from unsporting behavior are final and may not be appealed. Sanctions beyond a one-game suspension may be appealed to the Assistant Director of Intramural Sports. If an individual is still not satisfied, he/she may appeal to the Director of Recreational Sports.**
PARTICIPANT ELIGIBILITY

It is the responsibility of every intramural participant to ensure all intramural eligibility conditions are met. Purchasing the Full Intramural Membership allows an individual to participate in any team activity (including weekend events and tournaments) and any singles/doubles activity. Purchasing the Singles/Doubles Membership allows an individual to participate in singles/doubles activities only. **A Full Membership is required prior to playing in any team activity!** In addition to the Full Membership, every participant is expected to present a valid Virginia Tech ID when signing in to participate in any team activity. An individual without a valid ID is not be permitted to play. **Remember...No ID, No Play!**

1. The following persons are eligible for intramural activities:
   - Any student or employee currently affiliated with Virginia Tech that has purchased an Intramural Membership.
   - This includes, but is not limited to, individuals associated with Campus Ministry, VCOM, Vet Med; Visiting Scholars; CRC Employees, and Long Term Guests (except Dependents). Such persons are eligible until they withdraw from the University or fail to comply with eligibility guidelines.
   - Alumni are not eligible to purchase the Intramural Membership unless they fall into one of the previous categories mentioned.
   **All memberships may be purchased online at the Recreational Sports Portal.**

2. Current varsity athletes may not participate in their sport or allied sport (e.g., a baseball player cannot play softball) during the academic year. Varsity athletes must sit out the semester immediately following their last varsity game before being eligible for their sport or allied sport (two summer sessions count as one semester.) A maximum of 1-3 current/former varsity athletes may play for a team in an intramural sport (see rule sheet for sport-specific rules). Only one current/former varsity athlete may play on a doubles team (e.g., tennis doubles, racquetball doubles). No current varsity athlete may participate in their sport for an individual activity.
   - Varsity athletes include individuals who are on varsity athletic team rosters during the academic year, practice with a varsity squad in an attempt to make a roster or red-shirt, Proposition 48 students, and scholarship players with eligibility remaining.
   - Former varsity athletes include individual who were varsity athletes (as defined above) at any time within the past five years. The five-year limitation begins the semester following their final varsity game.

3. Sport club members are allowed to participate in their sport or allied sport with a maximum of 1-3 players per team (see rule sheet for sport-specific rules). For example, a softball team may have six members of the field hockey club but only have a maximum of three members of the softball club. Only one sport club member may participate on a doubles team in an allied sport. For example, only one tennis club member may be on a tennis doubles team. Sport club members are defined as anyone whose name appears on the official sport club roster on file.

4. Current or former professional athletes may not participate in their sport or allied sport.

5. A player may only participate on one Men’s/Women’s team and one Open/CoRec team for each sport. If a player violates this policy, both teams will forfeit all games in which the player participated and will be required to pay the Forfeit Reinstatement Fee. For team sports, three weeks after the start of the season, all players will be locked on the roster in which they are associated and may not be
removed to be added to another team. The Intramural Staff will resolve violations and consider exceptions on a case-by-case basis.

6. Men’s/Women’s Leagues – Each intramural activity offers Men’s/Women’s league options. Every player must comply with participant eligibility policies; however, an individual is encouraged to participate in the appropriate league based on the individual’s expressed gender identity.

7. To be eligible to participate in intramural team activities, every individual must 1) purchase the Full Intramural Membership and 2) properly check-in using a valid Virginia Tech ID.

8. If a player participates in an intramural activity under an assumed name, the player will be disqualified from the sport for the remainder of the season and the team will also be removed from the league. The Assistant Director or Intramural Sports Coordinator may impose further suspensions if necessary.

9. The No ID, No Play Policy is in effect. All intramural participants must provide a valid Virginia Tech ID at every intramural team activity. If a participant does not have a proper ID, that player is not allowed to participate.

10. Any player, coach, or fan ejected from an intramural contest for any reason must leave the playing area immediately if requested to do so by Intramural Staff. Failure to cooperate may result in forfeiture of the game by the associated team. The ejected individual is ineligible to play another game in any sport until having met with the Intramural Sports Graduate Assistant(s).

11. Teams with ineligible player(s), will receive forfeits for all games in which the player(s) signed in to the game. Following a regular season forfeit, a team has until midnight on the 2nd day after the forfeit or before their next game (except for weekend events, see below), to pay the Forfeit Reinstatement Fee. The fee can be paid online by going the Recreational Sports Portal. The Intramural Sports Forfeit Reinstatement Fee is listed under the Multi-Visit Passes section (click on Personal Training & Private Instruction icon). If the team does not pay this fee by the deadline, it will be removed from the league and replaced with a team from the waiting list. If there is no waiting list, teams already scheduled in the league will have the opportunity to fill in the open spot in the league to play additional games. These open spots will be filled on a first come, first served basis and captains will be notified when open spots become available. The Forfeit Reinstatement Fee for all sports is $20.

Intramural Membership System
All individuals wishing to participate in Intramural activities (except Pickem contests) must be an Intramural Member. There are two membership options:

1. Full Membership ($20) – May participate in all team sports or singles/doubles activities.
2. Individual/Dual Membership ($5) – May participate in only singles/doubles activities.

**Memberships are active for the entire 2017-2018 academic year.**

Any student or employee currently affiliated with Virginia Tech is eligible to purchase an Intramural Membership. This includes Campus Ministry, Visiting Scholars, VCOM, Vet Med, and CRC Employees with Virginia Tech IDs. Also, any Recreational Sports Long Term Guests (except Dependents) are also eligible to purchase a membership. Alumni are not eligible to purchase the Intramural Membership unless they fall into one of the previous categories mentioned.
With the introduction of FusionIM, all participants will be required to purchase their intramural membership before registering to join/register a team or play any intramural team sport or singles/doubles activity. For information and instructions regarding purchasing a membership or registration, please visit the Intramural Sports website or view page 26 of this manual titled “Registration Information”.
PROTESTS

Based on the spirit of competition, the Intramural Sports Staff believes every contest should be fairly played and thus, a protest is allowed if it involves 1) the misapplication or misinterpretation of a rule or 2) player eligibility. **Judgment calls may not be protested.**

Rules Misapplication/Misinterpretation Protests

1. Immediately notify an official/umpire that you would like to protest the interpretation or application of a rule before the next play or live ball. You are not permitted to protest after the continuation of play if you think a rule was improperly interpreted or misapplied.

2. The Intramural Supervisor will rule on the situation and the ruling is final for the purposes of restarting the game. If you still believe the ruling is incorrect, inform the Supervisor that you would like to continue the game under protest. The Supervisor will document the protest situation and file a report with the Intramural Sports Coordinator. Regardless, the game will be restarted at that point and played to the end.

3. The protesting team captain must also file a formal protest and pay the $10 Protest Fee by 12pm the 1st business day following the game. Fees must be paid at the front desk in the Recreational Sports Office (142 McComas Hall). If a formal protest is not filed or the fee is not paid by the deadline, the protest will be denied.

4. The Intramural Sports Coordinator will rule on the protest by 5pm the day following the game. If the protest is upheld the $10 fee will be refunded and the game will be replayed from the point of protest; if denied, the $10 fee will not be refunded.

Player Eligibility Protests

1. To protest player eligibility, the team captain should notify an Intramural Supervisor. The team captain should refuse to continue play until a Supervisor arrives to make a ruling.

2. The Supervisor will notify the opposing team captain and document the protest for the Intramural Sports Coordinator.

3. If a formal protest is completed, the Intramural Sports Coordinator will rule on the protest by 5pm the day following the game. If the player(s) is/are found to be ineligible, the player(s) will be suspended from play and the team will be removed from further participation.

4. All eligibility protests may be made at any point before, during, or after the game.
REFUNDS
Membership refunds will only be considered for individuals who participate one time or less due to major injury/illness or withdrawal from Virginia Tech. These situations will be handled on a case-by-case basis. To inquire about a refund, please contact the Intramural Sports staff by calling 540-231-8297 or e-mailing imsports@vt.edu.

ROSTERS
To encourage participation, teams are allowed to add players to their roster throughout an activity season (including the playoffs as long as they are not associated with another team after the 3-week period, see new change below). In order to be added to a roster, a player must first complete the membership requirements and then check-in prior to a game by presenting a valid ID to an Intramural Staff Member. Participants are restricted to playing on only one team within a league (i.e., Men’s, Women’s, CoRec, or Open). For team sports, three weeks after the start of the season, all players will be locked on the roster to which they are associated and may not be removed to be added to another team. The Intramural Staff will resolve violations and consider exceptions on a case-by-case basis. An individual that wishes to participate in a singles/doubles activity must have either the Full Membership or Singles/Doubles Membership in order to register and be placed in the league.
REGISTRATION INFORMATION

This section contains information on the following topics:

- How to purchase an intramural membership. (See *Purchasing an Intramural Sports Membership*)
- How to sign up a team as a captain. (See *Team Sport Registration*)
- How to invite teammates or free agents to join a team as a captain. (See *Inviting Players*)
- How to join a team that you’re not the captain of. (See *Join a Team*)
- How to join a team if you don’t have a team to play on. (See *Sign up to be a Free Agent*)

With the introduction of FusionIM, all participants will be required to purchase their intramural membership before registering to join/register a team or play any intramural team sport or singles/doubles activity.

Purchasing an Intramural Sports Membership

1. Go to the [Recreational Sports Portal](#).
2. Select the more options button (≡) in the top left and then select “Memberships & Group X Passes”.
3. Select the intramural membership that you would like to purchase.
   - **Full Membership ($20)** – May participate in all team sports or singles/doubles activities.
   - **Individual/Dual Membership ($5)** – May participate in only singles/doubles activities.
4. Select the duration (3 semesters = 1 year including summer leagues) and semester for membership to begin.
5. Select “Add to Cart”.
6. Read and accept the waiver and additional information. When finished, select “Add to Cart”.
7. Confirm you have selected the correct membership and select “Checkout”.
8. Enter payment information and select “Confirm”.
9. After purchasing your intramural membership check the [Intramural Sports Activity Schedule](#) to find registration dates. Then follow the steps below to register.

Team Sport Registration

1. After finding enough teammates to create your own intramural team and purchasing your intramural sports membership, the next step is to register your team during the registration dates.
2. Entries are accepted on a first come, first served basis. If divisions are filled prior to the entry deadline, captains must choose to join a different division or join the waiting list.
3. To register an intramural sports team, first login on the [Recreational Sports Portal](#). Select the more options button (≡) in the top left and then select “FusionIM”. From there, select “Register”.
4. Use the tabs on the left side of the screen to sort by sport or league. You can then use the dropdown menu options at the top of the page to sort by day of the week and time of day.
5. Every division is named based whether it is in the competitive or recreational division as well as the day of the week and time of regular season games.
6. After finding the division that you would like to join, select the division, select “register”, and then select “Register a Team”.
7. Enter the required information and select submit. (Note: The option to not play on the team is meant for organizations with one person registering multiple teams in the same league. If you are registering multiple teams, make sure that the team you want to play on is the last team you register, and that you only answer “yes” for that last team).
8. Read and accept the waiver.
9. Watch the sport-specific video presentation and use the [sport-specific video](#) to complete the preseason quiz.
10. After completing the registration process, you will need to add players to your roster before your first game. (See “Inviting Players” below for more information).

Inviting Players
1. Open the Recreational Sports Portal.
2. Select the more options button (≡) in the top left and then select “FusionIM”.
3. Select “My Teams” and then select the team that you would like to add players to.
4. On the team page, select the “Pending Roster” tab.
5. From here, select “Invite Player” to invite players by typing in their e-mail address.
6. If you need additional players, you can also select, “Browse Free Agents”.
7. The players on this list are searching for a team to play on, and by an automatic email invitation will be sent to them to join your team once you select “Add”.

Join a Team
1. After agreeing to join an intramural sports team and purchasing your intramural sports membership, the next step is being added to your team’s roster.
2. The captain of each team is responsible for sending invitations to teammates to join the team, however you can also request to be added to a team.
3. To do so, first login on the Recreational Sports Portal. To request to join a team, select the more options button (≡) in the top left and then select “FusionIM”. From there, select “Find a Team”. Now you can use the search bar at the top of the screen to search for a team to join by either typing in the specific name of the team or the name of your team captain. You can also use the tabs on the left side of the screen to sort by sport, league, or division.
4. After finding the team, select the “Request to Join Team” button.
5. Your captain will receive an e-mail notification and will be able to accept your request which will add you to the team roster.

Sign up to be a Free Agent
1. “Free Agents” – Individuals that cannot find a team on which to play may sign up to be a free agent for any team sport in the Recreational Sports Portal.
2. Once in the Recreational Sports Portal, select the more options button (≡) in the top left and then select “FusionIM”. From there, select “Register”.
3. Use the tabs on the left side of the screen to sort by sport or league. You can then use the dropdown menu options at the top of the page to sort by day of the week and time of day you wish to play.
4. Every division is named based on whether it is in the competitive or recreational division as well as the day of the week and time of regular season games.
5. After finding a division you would like to join a team for, select the division, select “Register”, select “Register as a Player”, and then select “Become a Free Agent”.
6. Captains of teams in this division will be able to view you as an available free agent and can then choose to add you to their team. If a captain adds you to their team, you will automatically receive an e-mail invitation with the option to accept or decline. Please note that you must register as a free agent for each division that you would be willing to join.
Team Sport Waiting List Procedures

1. If a league has reached the maximum capacity of teams or an entry is received after the posted registration deadline, the team will be placed on a waiting list. Teams are placed on the waiting list according to when the Intramural Sports Office receives the team registration.

2. Waiting list teams must have a representative complete all preseason requirements. Failure to do so will result in removal of the team from the waiting list.

3. In the event that other teams do not meet the preseason requirements, waiting list teams will have the opportunity to fill in those open league spots according to the order of teams on the list. If there are no open league spots, teams will remain on the waiting list.

4. If a team forfeits during the regular season and fails to pay the Forfeit Reinstatement Fee, the Intramural Sports Staff will replace that team with waiting list teams according to the order of teams on the list.

5. Please note that all waiting list teams may not be added to the league. Teams will only be moved into the league if spots become available. The number of waiting list teams added to the league will be dependent upon the size of the waiting list and the number of teams that drop out of the league.

Singles/Doubles Registration

1. Registration dates can be found by checking the Intramurals Activity Schedule. All registrations are completed online at the Intramural Sports Activity Registration page (via Google Form).

2. To register, select the activity and follow the instructions to register. Please have the following information ready when registering a team: name, address, telephone number, and e-mail address, and teammate information for doubles activities.

3. New for the 2017-18 year, participants may register for a singles/doubles activity up until two weeks prior to the playoffs. This “open registration” system will allow participants to join the league even after the registration period has closed.

4. Registered participants must visit the Intramural Sports website for rules, playing guidelines, play dates, and to submit results.

**Please note that you may participate in any singles/doubles activity once you have purchased either a Full Intramural Membership or a Singles/Doubles Membership. You may register prior to purchasing your membership but you will not be added to the league until you have completed all membership requirements.**

Singles/Doubles Waiting List Procedures

1. If a league reaches the maximum capacity of registrations, all subsequent registrations will be placed on a waiting list.

2. If the opportunity is available, the Intramural Sports Staff will place all waiting list participants as soon as possible. Upon confirmation of being placed into league play, waiting list individuals should visit the Intramural Sports website to read the guidelines, rules, and procedures for the activity.

Assumption of Risk

Every individual is required to agree to the Assumption of Risk and Waiver at the time of registration for a Full or Singles/Doubles Membership. To view this form, please go to the Intramural Sports Policies page.

Team Names

When choosing a team name, note that that the Intramural Sports Staff reserves the right to change any team name that may be considered inappropriate or offensive.
LEAGUE INFORMATION

1. Team captains have the option of registering a team for the competitive or recreational divisions of play. If you are unsure as to what division to request, please contact the Intramural Office and we will help you determine which division would be best.

2. For team sports, teams register to join a 6-team round robin in the division of their choice.

3. All teams in the competitive division are scheduled for at least 2 regular season games. Following the regular season, eligible competitive division teams are placed into a single-elimination playoff bracket.

4. All teams in the recreational division receive their full schedule at the beginning of the season (typically a four-game season). Teams in the recreational division will be guaranteed their scheduled time-slot for the duration of the season. Recreational division teams do not have a playoff bracket at the end of the season.

5. University Sports Officials Association (USOA) Events may vary in structure and organization, depending on registration numbers. More information regarding league structure will be provided to teams at the time of registration for these activities.

Playoff Eligibility

1. All competitive division teams are eligible for the playoffs if they meet the expectations listed below:
   - Has not forfeited a game without paying the Reinstatement Fee.
   - Has at least a 3.0 sportsmanship average over the three-week regular season schedule.

2. For team sports, a draft process will be used to schedule playoff games. The draft will be conducted through FusionIM and each team captain will have the opportunity to choose the team’s position in the bracket. **Note: game times are pre-scheduled and will not be changed to accommodate team availability.**

**Playoff times are not given over the phone. Please check the brackets online to get the most current dates and times for all games.**