

## **Intramurals Handbook**

Intramurals at Saint Louis University is a diverse activities-based program designed to provide a competitive opportunity to students, faculty, and staff. The department attempts to provide each individual with the opportunity to participate in sports activities as regularly as the individual's time and interest permits.

Participants may compete on an individual or team basis in a variety of sports and activities for all skill levels, competitive desires, and attitudes. Our primary goal is for all students to have fun and a great time. Traditional sports such as Basketball, Flag Football, Volleyball, Softball, etc., are offered, as well as newer sports of Ultimate Frisbee and Rollerblade Hockey. Teams can be formed in a variety of ways including Residence Hall teams, Fraternity/Sorority teams, Open, Professional, and many more.

The Intramural Sports Department believes that leisure, physical activity, and enjoyment are vital to a person's well being.

Participation in the Intramural Program is purely voluntary and is at the risk of the individual. Saint Louis University is not responsible for the payment of medical or other accident-related costs as a result of participation in intramural sanctioned activities. Participants who do not have accident coverage are encouraged to secure health insurance prior to participation in the Intramural Program.

### **Competitive Leagues**

The Intramural competitions are made up of Men, Women, and Co-Recreational Leagues. Leagues are offered as Open, Residence Hall and Greek. Fraternity, Open and Residence Hall Leagues offer two separate divisions. One for the more competitive and/or skilled person ("A" League) and one for the less competitive and/or less skilled person ("B" League). Participants may enter any number of Intramural sports during the year while abiding by the eligibility rules.

### **How to Form a Team**

Entry Forms are available on the Information table in the Simon Recreation Center. The Intramural Office is located behind the Equipment Desk in the Rec Center.

Pick up an entry and sign up

To Join or Form a Team:

If you live in the Residence Hall, check with your RA and post a sign and form a team.

Organize a team from your Major Department.

Check with Campus groups who may organize teams.

Play on your fraternity/sorority teams.

Don't know enough people who want to play?

You will want to come to Billiken Draft Day when Commuters and individuals with no affiliations get together to form new teams.

Stop by the Intramural Office and put your name on the "Free Agent List." Captains who need extra players refer to it. A player can organize a team from the list.

You can come by the night of the Captain's meeting and offer your services to teams that need to fill their rosters.

Check entries for Captains names and phone numbers to see if they can use an extra player.

### **Entry Procedures**

Team Entry:

Each Intramural Captain is responsible for entering their team.

1. Check your Intramural bulletin board at the Simon Recreation Center or any Residence Hall bulletin boards for the Intramural Sport Fact Sheets for entry deadline dates.

2. Information can also be obtained through the Saint Louis University Home Page. First click on Student Life and then go straight to Campus Recreation. When you click on Campus Recreation you will find Intramurals.

3. Fact Sheets will be available at the Intramural Bulletin boards two weeks prior to each sport deadline.

4. Fill out the entry form completely and return it with the entry fee to the Simon Recreation Center Service Area no later than 6:00 pm the day of the deadline. Rosters without the designated minimum number of players, without all information completed or not accompanied with the full entry fee will be placed on the waiting list and entered in the league only if room permits.

5. All team captains are responsible for their players. Make sure they are eligible!

6. Persons wishing to either transfer to another team in the same division or be added to an existing team must do so IN WRITING. Roster addition/deletion forms can be picked up from the intramural supervisor on duty or from the intramural office. Submit all requests to the intramural office by the end of the second week of league play. Teams that have a bye during the first two weeks have until the end of the third week. No requests to transfer or be added after that time will be honored.

### Special Events/Individual/Dual Sports

The procedure for entering a special event is similar to entering a team sport. However, you must register at the Intramural Office located adjacent to the equipment checkout area instead of the service area. Exceptions: For special events requiring an entry fee, you must register at the service area.

### Entry Fees

An Entry Fee is charged for most team sports.

1. Residence Halls and Open Teams are charged at a rate of \$25 per team (\$10 Registration fee + \$15 refundable forfeit fee).

2. Residence Life will pay the \$10 registration fee for one Residence Hall team per sport per floor. Contact the floor RA to receive a voucher which should be brought to the Service Area in Simon Recreation Center when registering a team.

3. Greek League Teams are charged at a rate of \$40 per team (\$10 registration fee + \$30 refundable forfeit fee).

4. Individual/Dual Sports: FREE - with some exceptions. See fact sheet for detailed information.

### Forfeit Fees

A \$15 refundable forfeit fee is included in the cost of the team entry fee. If a team incurs a game forfeit in one of the team sports, that team will relinquish its forfeit fee. This includes forfeits incurred during playoffs. Teams may claim their forfeit fees at the conclusion of the activities playoffs. The forfeit fees can be picked up till June 30th (the end of the fiscal year).

### Refunds

1. Participants will receive forfeit fee refunds at the end of each sport season (after play-offs).

2. Pick up a refund voucher in the Intramural Sports Office located on the 1st floor of the Simon Recreation Center.

3. Take the voucher to the Cashiers Office in Debourg Hall to receive the refund.

4. Transfer of Forfeit Fees between sports is PROHIBITED!

5. Refunds will be relinquished to the Campus Recreation department for deposit if not picked up by the first Friday in June.

### Intramural Captain's/Residence Hall Representatives

Intramural Captains and Residence Hall Representatives assist and represent organizations or resident groups in their participation in Intramural programs.

Resident Hall floors, fraternities, sororities, and other groups should select an individual to be responsible for linking the Intramural program with the groups they represent.

#### Captain's Meetings

1. Captain's Meetings are held before each sport to inform captains of rules, policies, procedures, and scheduling that is specific to that sport. There is a meeting for each sport and usually occurs on the same evening.
2. Attendance is required at these meetings. If the captain is unable to attend the meeting, he/she must send a designee from the team to receive the information for him/her.
3. Teams not in attendance will be dropped from the league and replaced by teams on the waiting list.
4. Game schedules will be handed out at the conclusion of each meeting.

#### Eligibility

The Saint Louis University Intramural Department reserves the right to ban any team or organization that willfully uses an ineligible player. Team captains are responsible for the eligibility of their players.

#### At the Simon Recreation Center:

1. All Saint Louis University students and Simon Recreation Center members are eligible to participate in Intramural Competition. (No Guests Allowed)

#### At the Billiken Sports Center:

1. All Saint Louis University Students, Faculty, and Staff and Simon Recreation Center members are eligible to participate in Intramural Competition.

The following are exceptions to the above policies:

#### Varsity Awards

1. A person who has received a varsity letter award from any junior or senior college or university shall not be eligible to compete until one calendar year from the date on which they last lettered in that particular sport or its Intramural counterpart. Example: softball or baseball lettermen must wait one full year from the time they received their letter before they can participate in Intramural Softball or Co-Rec Softball. Additionally, at no time can more than two letter winners or their equivalents from any junior or senior college, or current members of sport clubs, participate on the same team in team sports.
2. Members of intercollegiate athletic squads shall not be eligible for Intramural competition in that sport or its counterpart for one calendar year from their last practice or game. Members of intercollegiate athletic squads are defined as individuals who are practicing with or competing with a respective athletic squad. Individuals who have been red shirted by the coach, school, or conference are classified as members of the athletic squad and subject to the same eligibility rules as above.
3. Prop. 48 athletes are ineligible to participate in ANY sport unless permission is given in writing by the athlete's head coach.
4. If an individual drops or is dropped from an intercollegiate squad, they then become eligible for Intramurals in that particular sport following the official drop (PROVIDED A VARSITY LETTER AWARD HAS NOT BEEN WON IN THE PREVIOUS CALENDAR YEAR). An official drop from a squad is a written statement signed by the coach of that sport. This also includes any individual who was classified with red shirt status. The coach signs a written statement verifying that the individual's red shirt status has officially dropped.

#### Sports Clubs

1. SLU Intramurals defines a member of a sports club as one who practiced with or played in a contest for that respective club sport during the intramural sport season. Teams using more than the allowable two sports club members will receive forfeits for the Intramural contests in the concurrent time period of the ineligibility. The player(s) will become ineligible from further competition in that sport season and will be placed on intramural probation.

#### Professionalism

1. Any individual who has ever received payment for participating in a sport is not eligible for Intramural competition in that particular sport or counterpart.

#### League and Division Participation

1. A player may participate in both the open and residence hall leagues. However, the player may only participate in either the "A" or "B" division within each league.

2. Individuals who violate the above rule will be suspended from that sport for the remainder of the season. A forfeit will be recorded against the team on which the ineligible player participated. If a player is signed on the roster of more than one team, the games of all teams in which the individual participated will be forfeited.

3. Simon Recreation Center staff members, supervisors, and officials are authorized and required to report cases of ineligible players competing on two or more teams.

4. Each individual must compete under their own name. Any player caught using an assumed name will be barred from all intramural competition during the sport season and the team will be penalized with forfeits for all the games in which the violator participated. **ANY TEAM USING A PLAYER WITH AN ASSUMED NAME WILL BE BARRED FROM PLAY-OFF COMPETITION.**

5. Teams may not under any circumstances agree to play ineligible persons unless a forfeit has been declared prior to the start of the game.

#### Residence Hall League

Residence Hall League participants must reside in one of the following:

1. Saint Louis University residence hall.

2. Marchetti Towers or the Village Apartments with a signed, current, and valid university housing contract with the Department of Residence Life.

#### Open League

Open Leagues are for all eligible persons of the university community.

#### Greek League

Participants on a fraternity or sorority team in the Greek League must be Saint Louis University students who are current members in the fraternity or sorority or alumni who have membership in the Simon Recreation Center and are former members of the fraternity or sorority.

#### Residence Hall "A" League

1. A player must play for his/her own floor. Players may play on another "A" team only if there is no floor team entered from their own floor.

2. Each floor may enter ONE "A" League team per sport ONLY. Each team must have the signature of the floor RA ON THE ROSTER to verify the team's "A" league status.

3. Marchetti Towers and Village residents who meet eligibility requirements are eligible to play on a floor of their choice.

#### 4. THE TEAM NAME MUST HAVE THE RESIDENCE HALL FLOOR IN IT FOR IDENTIFICATION PURPOSES.

#### Residence Hall Point System

1. The point system is used for the "A" league only.
2. The floor that accumulates the most points at the end of the year is recognized as the All-University Champion and will receive an award for the achievement.
3. ONLY ONE (1) TEAM PER FLOOR IS PERMITTED TO PARTICIPATE IN THE "A" LEAGUE!!
4. Co-Rec teams receive a split total points accumulated between the men's and women's residence hall total points.

#### 5. BASIS OF SCORING

##### LEAGUE PLAY:

- Participation = 5 points
- Each win = 15 points
- Each tie = 10 points
- Forfeit = (-15) points
- Default = (-5) points

##### PLAY-OFFS:

- Quarterfinal loss = 15 points
- Semifinal loss = 20 points
- Runner-up = 30 points
- CHAMPION = 50 points

#### Residence Hall "B" League

This league is for those who enjoy participating in a low-key, less competitive atmosphere. It also provides an opportunity for those who may not be as highly skilled and want to enjoy playing with friends of the same skill level.

1. Participants must play on a team consisting of players residing on the same residence hall floor. If there is no "B" team from his/her own floor, the player may play on another "B" team.
2. Points are not awarded in the "B" league.
3. There is no limit to the number of teams a residence hall floor can place in the "B" league. However, only one team from each residence hall floor will be reimbursed for the \$10 registration fee. See your RA for details.

#### Open "A" & "B" Leagues

Teams and/or individuals who are more competitive and of higher skill are encouraged to play in the "A" league. Teams who wish to play for fun, exercise, socialization, etc., should play in the "B" league. In the instances where there are not enough teams to separate "A" from "B", there will be a combined league.

#### Playoffs

A single-elimination playoff is held after the conclusion of league play. THERE IS ONE PLAYOFF BETWEEN ALL ELIGIBLE TEAMS FROM THE SAME LEAGUE, REGARDLESS OF THE NIGHT EACH TEAM PLAYED. Teams eligible for the playoffs must meet the following criteria:

1. Not dropped from the league due to two forfeits.
2. Not on Intramural team suspension.
3. Have at least 33.3% winning percentage.

Teams entering the playoffs will be given a "seed." The team seed determines the opponent and time of game. Although there can be no guarantees, every effort will be made to avoid team conflicts with other playoff brackets. **PLAYOFF BRACKETS WILL BE POSTED AT THE SIMON REC. CENTER BULLETIN BOARDS NEXT TO THE INTRAMURAL OFFICE.** Team captains are responsible for securing playoff information. **NO INFORMATION WILL BE GIVEN OUT OVER THE PHONE AND NO ONE WILL CALL YOU!!!**

A team could play some or all games on a night other than the one played on during league play and/or play more than one game on a given night.

#### Special Events/Individual/Dual Sports

1. Registration is taken at the Intramural Sports Office or at the Service Area. With some exceptions, there are no fees charged. Follow the directions on the fact sheet for the times to report for the event.

2. All eligibility rules apply.

#### Protests

1. All rule interpretation protests must first be made in the presence of the officials and the opposing captain at the time and place of the incident, **NOT AT THE END OF THE GAME.** EXCEPTION: Player eligibility protests can be made during or immediately after the end of the game (at the game site).

2. If a rule interpretation protest is made, the supervisor must come to obtain game information to that point (score, half, possession, etc.). The game will then continue. **AT THE END OF THE GAME, THE PROTESTING CAPTAIN MUST COMPLETE THE PROTEST FORM WITH THE INTRAMURAL SUPERVISOR. IF THIS IS NOT DONE, IT WILL BE ASSUMED THAT THE TEAM DECIDED NOT TO PROTEST.**

3. The intramural sports form must be used and have the supervisor's signature to be an official protest.

4. Judgment calls are not subject to protest.

5. The Intramural Office will act expeditiously on all protests.

6. Additional details and the appropriate forms may be picked up in the downstairs intramural office or from the Intramural Supervisor on duty.

7. Protests during Playoff games:

a. Will be handled as above if there is not another game scheduled for the same night.

b. Will be decided by the highest-ranking intramural staff member at the site if another game is pending the same night.

#### Forfeits

If a team fails to appear at the appropriate court or field at their scheduled game time with the minimum number of players, the game will be forfeited to the opposing team (There is no grace period). A double forfeit may also be declared. Two forfeits, no matter what the reason, will result in that team being dropped for the remainder of that sport season. The official time clock is:

1. The official's watch.

2. If the official has no watch, then the supervisor's watch.

3. If the supervisor has no watch, then the southeast corner clock in the Simon Recreation Center or the College Church clock if game is at the Billiken Sports Center.

Forfeiting any game (including playoff games) for any reason, will relinquish forfeit fees.

#### Rescheduling

1. A team can default a scheduled contest once per sport season without liability of losing their forfeit fee.

2. Default forms are available in the intramural office. A form must be filled out (no verbal, late or hand written requests will be honored).

3. Defaults must be submitted to the Intramural Offices one office working day prior to the scheduled contest. Games will stand as originally scheduled in this procedure is not followed.
4. All default requests for Saturday, Sunday, or Monday games must be submitted by 4:00 pm the Friday prior to the contest.
5. All default requests are to be made through the intramural office! Any captain that is contacted by an opposing team should direct the captain to the intramural office. Do not take anyone's word that your team has won by default! Only the Assistant Director or Intramural Administrative Assistant can make this decision and will notify you of the default.

### Sportsmanlike Conduct

A part of the philosophy of the Intramural Sports Program is that good sportsmanlike conduct is vital to the conduct of every contest. In order to encourage proper conduct during games, supervisors, officials, and administrative personnel shall make decisions on whether to warn, penalize, or eject players or teams for poor sportsmanlike conduct. These decisions are final. The Assistant Director will rule on further penalties as a result of unsportsmanlike conduct. The following are considered to be evidence of poor sportsmanship: profanity, unnecessary delay of game, striking or shoving an opponent or official, arguing with officials concerning decisions (discussion is allowed as long as it is done in a mature manner by the team captain), derogatory and abusive remarks towards an opponent or official, any action with the intent to physically harm an official, any action which shows disregard for the rules and policies of the Intramural Department. (These examples are not exclusive). Each individual participating on a team should choose their team members carefully, as all team members will suffer the consequences of any disciplinary action taken by the Saint Louis University Intramural Department against that team for violation of the Intramural rules.

### Unsportsmanlike Conduct

1. Teams showing excessive, unsportsmanlike conduct will be subject to meet with the Assistant Director or designee and warned of possible suspension in league or play-offs if unsportsmanlike conduct persists.
2. Individual-Ejection from a contest for verbal abuse or harassment, threatening an opponent or official, touching an official, shoving or striking an opponent will result in penalties against the individual(s) involved. These range from the minimum of the basic penalties listed below to suspension from all Intramural activities for one full calendar year depending on the severity of the unsportsmanlike action.

A Team Captain is responsible for all actions of an individual member of the team or for spectators directly related to the team. The conduct of the players and spectators before and after the game is just as important as the conduct during the game. An organization will be held responsible for its conduct at these times as well as during the game.

Except under unusual circumstances, an ejected player will receive a minimum one game suspension. If, in the supervisor's and/or official's opinion, the ejected player conducts him/herself in a continued unsportsmanlike manner, the supervisor will notify the Assistant Director to conduct a disciplinary meeting with the ejected player.

3. A player ejected in a playoff game is ineligible for the remainder of the game plus the next scheduled game.
4. Any ejected player that continues to act in an unsportsmanlike manner, disrupts play, verbally abuses the officials and/or supervisor or attempts to damage equipment will be ejected from the Facility and subject to an indefinite suspension of all Department of Campus Recreation privileges, subject to the discretion of the DCR Director or Assistant Director.
5. The Intramural supervisor and officials have the authority to eject anyone involved with Intramurals from any facility.
6. Team involvement in unsportsmanlike conduct may result in a minimum of probation for that team, up to removal from the Intramural Sports schedule. (See Team suspension)

### Intramural Probation

1. Individual-The individual may continue to participate in that sport season with the full recognition that any further reports of unsportsmanlike conduct will result in stricter penalties, i.e., suspension.

2. Team-Intramural probation places a team on probationary status, which results in suspension from any further intramural participation for further reports of unsportsmanlike conduct, whether team or individual. The term of probation for individuals and teams may be set for a particular sport, semester, year, or indefinite period.

#### Intramural Suspension

1. Individual-The individual may not participate in any activity, whether it be team sport or special event sport.
2. Team-Suspension from Intramural activities prohibits the suspended team or organization from participating in any team sport during the period of Intramural suspension.

#### Awards

Awards are given to participants in Intramural activities who:

1. Win their league playoffs in a team sport.
2. Win their league in a special event sport. The awards, usually T-shirts, will be awarded on the court or field when a new champion is crowned. It will be the responsibility of the team captain to distribute the awards among his/her team. A predetermined number of awards are given for each sport. Any team with more participants than the maximum number of awards given will not receive additional awards.
3. Awards for the All-University Champion in the Residence Hall League will be given. Awards will be announced by the Residence Life Department