

INTRAMURAL SPORTS PROGRAM HANDBOOK



CAMPUS RECREATION

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I. Program Purpose

The SF State Intramural Program is designed to provide opportunities for participation in a wide variety of sports and recreational activities for the entire University community. The activities represent a broad selection of sports ranging from those of a highly competitive structured program to help engage in social activity. Ranging from advanced competition level, to beginner level competition. The sports are designed to accommodate all ages, skill levels, genders, and other desired needs. Through participation, students are provided an opportunity to increase physical fitness, augment leisure-time skills, and develop a positive attitude toward recreational endeavors. Competition is offered for men, women, and co-rec participation. Competition is provided in the form of leagues, tournaments, and/or special events each semester. The programs offered are based upon student interest and the availability of resources and facilities. Intramural Sports is a great opportunity to meet other students and engage in university offered programs.

II. Policies and Procedures

Welcome to the SF State Campus Recreation Intramural Sports Program. This program is designed to offer all SF State students and staff an opportunity to participate in recreational sport matches. The Intramural Sports Program promotes fair play, good sportspersonship, team values, and a healthy lifestyle through physical activity. Intramural Sports leagues and tournaments are offered during both Fall and Spring semesters. The program will consist of several leagues and tournaments held throughout the semester. Students, Faculty, and Staff are all encouraged to visit the Campus Recreation Office, Mashouf Wellness Center, or website, <http://www.sfsu.edu/~recsport> to inquire about new activities and programs. Employment opportunities and internships are available to those interested in working for one of our many offered programs here at the Mashouf Wellness Center.

A. General Program Policies

In order for a player to step foot onto the court/field:

1. COVID 19 protocol: For all indoor sports players are **REQUIRED** to wear **MASKS** to play. **NO EXCEPTIONS!** Masks must be worn properly over mouth and nose at all times.
2. All Participants must have a current SFSU student ID present in order to play. No I.D no play. No driver's license.
3. Each player must be eligible and on the current team roster.
4. Participants must be wearing close toed shoes.
5. Participants must be wearing a shirt underneath their pennies and cannot take off shirt at any point on the court.
6. Participants must not wear shorts with pockets to prevent injuries.
7. All forms of hat cannot be worn at any time for any reason except for goalies.
8. No jewelry of any kind can be worn during IMS games.
9. After a forfeit, both teams can organize a scrimmage game that is outside of normal intramural play. These games will not be reffed by IMS officials and will not count toward team standing.

B. Behavior & Conduct

1. The team captain is responsible for the actions of their team and their spectators. The IM staff will seek the appropriate actions through the captain if an incident occurs.
2. Verbal abuse, physical hitting, or other threatening behavior towards another team, spectators, or IM staff, by an IM participant or a spectator may result in being ejected by an IM staff member or supervisor.
3. If a player is ejected from a game, they are suspended immediately from all intramural sports competition. The player/team must set up an appointment with the IMS Coordinator to seek re-instatement. The Intramural Sports Coordinator will determine the length of the suspension.
 - a. Any team that has a player ejected can receive no higher than a 2.0 sportspersonship rating for that game.
 - b. If an ineligible player engages in any IM activities before meeting with the Intramural Coordinator, their team will be disqualified from all intramural league play for the rest of the season.
4. The Intramural Sports Coordinator has the authority to determine the length of suspension depending on the severity of the situation.
5. **ZERO TOLERANCE POLICY** There is **ZERO TOLERANCE** towards all violent and/or threatening behavior in all SF State Intramural Sports Leagues. Players and/or spectators involved in any behavior which could potentially cause harm or injury to another player; body checking, throwing punches, tripping, excessive taunting, verbal or physical abuse, and other malicious acts will be severely dealt with. In addition, talking to a game official inappropriately is strictly prohibited and trash talking, arguing, or harassing a Campus Recreation employee will not be tolerated. Individuals choosing to engage in such behavior will be banned from future participation within the SF State Intramural Sports Program forever, and a report will be filed with the University Police Department, possibly resulting in assault charges being filed against the individual.

C. Player / Team Eligibility

1. All current SF State students, alumni, faculty, and staff are eligible to participate, except as otherwise noted in the specific sport rules and regulations. Faculty, staff, and alumni must purchase a Campus Recreation membership to participate in all intramural leagues. Community members are not permitted.
2. A player shall not be permitted to play on more than one IM team in the same league. Players are not allowed to play on both a men's or women's team and a open/ co-ed team within the same sport.
3. All team players must be listed on the official team roster located on imleagues.com. It is the captain's responsibility to ensure everyone has done this. Any team that allows an ineligible player to play will forfeit the game(s) in which the ineligible player participates. Ineligible player will be suspended until meeting with the Intramural Sports Coordinator.
4. Teams can add players to their team roster through the fourth week of the regular season, but cannot exceed the maximum number permitted per team in a league. Players cannot be added during playoffs.

5. In order for a player to compete in playoffs, they must be listed as a team member on the team's official regular season roster.
6. Intercollegiate athletes, including red shirts, are not eligible to compete in an intramural league in their sport or related sport during their years of intercollegiate athletic eligibility.
 - i. Any participant whose name appears on an Athletics team roster is ineligible to participate in the Intramural Program's sport equivalent(s).
 - ii. To be able to play the student must wait one academic year after being on the athletic team roster. (Example: If the player appeared on the SFSU Basketball roster in 2015-16, he/she will not be eligible to participate in any Intramural Basketball event for the year 2016-17).
7. Former intercollegiate athletes, when eligible, are able to play in an intramural league in their sport.
 - i. Only one ex-intercollegiate player is allowed per intramural team roster in their sport or related sport for sports with six or less players on the court/field.
 - ii. No more than a combination of two of these players is allowed per team roster in sports with seven or more players on the court/field.
 - iii. Former intercollegiate athletes must compete at the "A League" level of Intramural sports. Rare exceptions may be granted but must be requested ahead of time before the player plays.
8. No more than two members of a San Francisco State sport club may participate on the same team within the leagues or tournaments similar to that of the university team in which they play on.
9. No professional athletes are permitted to participate in intramural activities.
10. Players will be required to show their SF State I.D. when participating in any intramural activity. Players who do not bring a valid ID during any game will not be permitted to participate. No ID, no exceptions. No drivers license.
11. The limit on roster size is two times the number of players that are allowed to play at one time (Example: 5-on-5 basketball- the limit is 10 players on the roster), unless otherwise specified on specific sport rules.
12. An ejected player, or a player that receives a red card, is suspended at the time of the ejection indefinitely from all IM competition pending a meeting with the Intramural Coordinator, who will determine the appropriate period of suspension.
 - i. The player must leave the court/ field/ facility immediately after ejection.
13. The IM staff has the authority, at any time, to recommend to the Intramural Coordinator that a player/team not be allowed to continue participating within a game or league.
14. The Intramural Sports Coordinator has the final say concerning player eligibility and can revoke eligibility at any time, for any reason.

D. Playoffs

1. To be eligible to compete in playoffs teams must comply with the following standards:
 - i. A team's placement will be determined by the number of teams that qualify under the specific requirements
 1. Teams that meet the above two standards will be eligible to compete in playoffs for their specific league. As shown in our program policy our program is intended to insure a safe and fun participation, which is why sportspersonship is the main requirement to make playoffs. Teams will then be seeded accordingly by the following criteria:
 - a. Sportspersonship Rating
 - b. Win/Loss Record
 - c. Head to Head
 - d. Differential
 2. Team's must maintain a 2 average Sportspersonship Rating (SR) or higher at the end of the regular season to be eligible for playoffs.

E. Captain's Duties

1. The primary duties and responsibilities of team captains are to organize teams and to prepare the individuals for competition. Each team must be represented by a Team Captain(s). It is their responsibility to:
2. Keep members of your team informed of all Intramural Sports activities and team's game times while also promoting active participation and good sportspersonship.
3. Make sure at all times your official team roster on imleagues.com is updated and correct.
4. Collect entry fee if required from team members.
5. Represent your team at all appropriate intramural sports captain's meetings.
6. Notify your team or respective participants as to the date, time, and location of all scheduled games.
7. Be knowledgeable of all playing rules governing the sport they are participating in.
8. Verify and sign the game score card after each game is played.
9. Be familiar with all Intramural Sports eligibility rules so that your team can adhere to these rules and regulations. Player eligibility is the captain's responsibility.
10. Read and understand the Intramural Handbook as it pertains to their team's participation.
11. Display good sportspersonship and encourage teammates to act in a similar manner.

F. Pre-League Meetings

1. Meetings are held at the beginning of each semester for all Intramural Sports Leagues taking place 1 week prior to the first week of games.
2. Payment for leagues should be made at the Pre-league meetings.
 - i. We only accept credit/ debit card. No cash or checks
3. It is the team captain's responsibility to know when the meetings are being held. These meetings are **mandatory**, and if a captain is unable to attend it is expected that a team representative attend in the captain's place.

4. Rules are reviewed and questions are answered regarding the format of the league, and important dates during the season.
5. If a team is not represented by a team captain or player, the team will risk being dropped from the league.

G. Free Agents

1. Students interested in playing on an Intramural Sports League, but don't have a team can attend the pre-league meeting that is held for all captains to go over rules. Free agents can attend this meeting and try to join a team that has open roster spot.
2. Individuals can also create their user account on imleagues.com and sign-up as a free agent. The individual can then message team captains directly requesting to join their team.
3. After the 4th league game, official team rosters will be frozen and free agents can no longer join a team for that season.

H. Fees & Forfeits

1. Leagues fill on a first come, first serve basis and the deposit does not guarantee your team will be scheduled.
2. Teams cannot play until fees of \$30 are paid and risk being replaced by a team on the waiting list if not paid in full by the pre-league meeting.
3. Submission of a Team entry fee is a contract with the Campus Recreation Department to the effect that we will schedule you for games if time and space permits, and your team will be there to play every week. Please honor that contract and respect your fellow students' time by appearing for your scheduled games at least 10 minutes before your scheduled game time starts.
4. If a team does not have the minimum number of players to start at the scheduled game time a 5 minute grace period is granted. After 5 minutes the shorthanded team will forfeit resulting in a win for the other team.
5. If a team forfeits 2 or more games they will be dropped from the league, this is due to the 2 minimum sportspersonship requirements.
6. If the team captain can notify Campus Recreation managers by 12pm the day of the game at ims@mail.sfsu.edu that the team will be forfeiting the match, the team will receive a 4.0 sportspersonship score instead of a zero.
7. Any team that forfeits the first two games during the regular season may be dropped from the league, without notice, in order to accommodate a waitlisted team for that sport.

I. Protests

1. There shall be no protest allowed on a judgment call.
2. All protest must be on interpretations and must deal directly with the score.
3. All protests must be made by the team captain, at the time of the protest, to the IM staff or Intramural Sports Manager on site.
4. The Team Captain must then submit, in writing, a statement and reason for the protest to the Intramural Sports Coordinator.
5. Any team playing an ineligible player loses all rights to protest a game on any basis. Proof of such violation must be presented before the case can be settled.
6. Failure to follow the foregoing provisions to the letter will automatically invalidate the protest.

7. The Intramural Sports Coordinator will rule on the protest to decide whether the protest was a judgment call by the officials or manager on site.

J. Publicity

1. Participants playing in the intramural sports program that have signed the Mashouf Wellness Center liability waiver have agreed to allow the Campus Recreation Department to take pictures, videotape, and use images of your team and individual players for recognition, marketing, and promotion of the intramural sports program.

K. Injuries

1. Participation in Intramural Sports is voluntary. San Francisco State University, The Division of Student Affairs, the SF State Campus Recreation Department and its staff are not responsible for injuries suffered by the participants.
2. All participants are advised to have proper medical coverage and are encouraged to consult their physician before participating in any intramural contest.
3. If you are injured during an IM contest, the Intramural Sports Staff on site will give any assistance if possible. If more assistance is needed, the Intramural Sports Supervisor will summon the Department of Public Safety (UPD) and/or Emergency Services if needed.
4. All Campus Recreation Intramural Sports participants must sign a current liability form.
5. The injured party assumes liability for any transportation and/or medical charges incurred.
6. Upon the occurrence of any injury or incident, a report will be completed by the Supervisor on site and filed with the Intramural Coordinator.

L. Transgender and Gender Non-Conforming Policy for Eligibility/Participation

1. While sport programs have typically been offered in gender-based divisions, the SF State Intramural Sports Program seeks to provide opportunities for all students to participate in its sport programs regardless of gender identity. While sport programs have typically been offered in gender-based divisions, all individuals shall be permitted to participate in the SF State Intramural Sports Program (i.e. leagues, tournaments, etc.) in accordance with the gender with which they most closely identify. If an individual is unsure of which division would be the best fit, please contact the Coordinator for Intramurals, Sport Clubs & Camps. If individuals or teams have any questions about this policy, they may contact the Associate Director of Campus Recreation.

III. League Definitions

- Open League: Open leagues are designed to make sure that there are no gender requirements during regular intramural play. For example, a team can join an open league with all male or female identifying players or any combination in thereof.
- Co-Ed League: Co-Ed leagues must have 3 female identifying participants on the field/court at all times during the game. If there are not 3 female identifying participants present before start of the game, it will automatically result in a forfeit.

- Men's League: Men's league requires that all participants on this team are male identifying.
- Women's League: Women's league requires that all of the participants on this team are female identifying.

*** Any team with a composition outside of these definitions may forfeit due to player ineligibility.

IV. Sportspersonship Rating (SR)

Team sport activities find their origin in the basic human need for play. Winning and losing are mere outcomes of this play spirit. Abusive language towards officials or other participants and manipulation of the rules are not "part of the game". All players are encouraged to exercise good judgment in caring for the safety of others as themselves. At SF State, an intentional foul is a violation of the rules and is considered cheating and a gross offense against the spirit of competition. All players are asked and expected to participate within the context of this spirit of play/ competition.

- Teams will be rated on a 4 point scale. Four (4) being excellent sportspersonship, and zero (0) being poor sportspersonship. Teams will be rated at the conclusion of each game by the officials and score keeper's, and in some cases the manager on duty.
- Team must maintain a 2 average sportspersonship rating or higher in order to be eligible to compete in the playoffs.
- If a team forfeits a game, the team will receive a 0.0 sportspersonship rating for that game. The opposing team that was present will receive a 4.0 rating for that game.
- Any team who is not ready to play at scheduled game time will receive a 1 point sportspersonship deduction.
- There is a 5-minute late grace period, after the 5 minutes passes the team receives a forfeit for that game and will receive a zero sportspersonship score.
- Any team that has a player ejected can receive no higher than 2.0 rating for that game.
- A team's spectators will also be considered when rating a team.

Criteria for Sportspersonship Rating:

4.0 points

1. Excellent Attitude.
2. A pleasure for officials, scorekeepers and opponents to interact with.
3. Team has winning and losing in perspective such that their conduct in all ways provides an example for the league and the program.
4. Team is on time and ready to play with all equipment on at scheduled time.

3.0 points

1. Team shows good sportspersonship.
2. Full cooperation with officials and scorer's.
3. Opponents treated with respect.
4. Does not give our officials a hard time
5. Obvious good attitude.
6. No warnings, ejections, yellow cards or technical fouls.
7. Team is late. 1 point deduction.

2.0 points

1. Still shows cooperation with officials and opponents, however some complaints. Good

- attitude is missing on occasion.
- 2. No blatant displays of bad attitude.
- 3. Captain/ manager are in control of team.
- 4. Maximum of one technical foul or yellow card. No red cards or ejections.

1.0 points

- 1. Continuous complaints to officials and scorekeepers about calls and interpretations.
- 2. Clear bad attitude or misunderstanding of the spirit of competition on the part of one or more players.
- 3. Captain/ manger are not in control of teams players.
- 4. Team may receive yellow cards or 1-2 technical fouls.

0 points

- 1. Blatant disrespect for the spirit of competition, officials, scorekeepers and opponents.
- 2. Play is dangerous with occasional intent to injure opponent.
- 3. Captain/ manger have no control of team conduct.
- 4. Team receives multiple yellows or a red (ejection) card or 2 or more technical fouls.
- 5. Two of these ratings and a team will forfeit its spot.

APPENDIX I: Team Entry Procedures

- 1. Team Captain must create team on www.imleagues.com.
- 2. Team Captain invites players to start adding to the team on www.imleagues.com.
- 3. Once the team's player minimum is met the team will be moved from the waitlist into the league if space permits. This will hold the spot in the league before payment.
- 4. Once team is officially in a league and off the waitlist, the Team Captain must submit
- 5. Once Team Entry Form and league fee has been paid, team is confirmed for scheduling.
- 6. All teams must send a representative to the mandatory Pre-League Meeting for your sport to receive rules, policies, and to confirm your team's entry into the league. Any team NOT represented at the meeting may be dropped from the league and replaced by a team on the waitlist. Payment will be taken at the Pre-league meeting.
- 7. Game schedules are finalized after the Pre-League Meeting.
 - a. (Spots fill quickly on a first come, first serve basis. If league is full, team may remain on the waitlist.
 - b. New players may be added to a team's official roster on imleagues.com up until the fourth week of regular season play regardless of your team's game schedule. Teams that have a bye the second week of play are not exempt from this rule.
 - c. Entries for each sport shall close at the end of the day on the DEADLINE FOR ENTRIES date. If a team does not turn sign up on IMleagues by the deadline, they will risk nonentry into the league for that semester.
 - d. Cost for team/individual sports and special events may vary. If an entry fee is required, it will be posted on IMleagues, and must be paid on Fusion by the Pre-league meeting.
 - e. Depending upon resources, staffing, and location availability a cap on the number of teams allowed into the league may be in place. Leagues still fill on a first come, first serve basis. A waitlist will start once a league is filled.
 - f. Entry into a league will be granted by the following conditions until league capacity is reached:
 - i. Team Captain's attendance at the scheduled Pre-league meeting.
 - ii. According to the date and timing of the league a team registers for.