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CWU | RECREATION

INTRAMURAL **HANDBOOK**

Table of Contents

Purpose and Objectives	3
Guiding Principles.....	3
Emergency Contact List.....	4
Inclement Weather Policy	4
Membership & Eligibility	4
Health & Safety	5
Equipment & Jewelry	6
Alcohol, Tobacco & Drug Policy	6
Code of Ethics	6
Application of the Code	7
Registration Policies	8
Registering with imleagues.com	8
Intramural Registration Fees	9
Team Captain Responsibilities	10
Roster Information & Penalties	11
Specific Sport Rules	12
Schedules & Playoffs	12
Sportsmanship	12
Forfeits	13
Postponements	14
Conduct Penalties & Fines.....	14
Protests	15
Sports Traditionally Offered	16
Student Employment	16

Purpose and Objectives

The purpose of Intramural Sports Program at Central Washington University is to provide a comprehensive and varied program of recreational and competitive experiences designed to meet the needs and interests of students and faculty/staff members. Activities are provided in the form of leagues, tournaments, and/or special events each quarter. There is a place for everyone in the intramural sports program; most activities are designed to accommodate all individuals regardless of skill level and experience. The activities offered are based upon participant interest and the availability of resources and facilities. Many of the activities are structured so that students and faculty/staff members may participate on teams together. The purpose of the Intramural Sports program supports the University Mission as it encourages and supports the emotional, personal, and professional growth of students from a variety of backgrounds.

Intramural Sports has set the following objectives for the program:

- To provide leadership and learning opportunities through participation.
- To provide an inclusive environment where the benefits of sportsmanship are realized.
- To provide on-campus employment opportunities for students in a positive learning environment.
- To provide opportunities for social contacts and the development of lasting relationships.
- To provide recreation for individuals, regardless of their skill ability or experience.
- To provide opportunities which develop a positive attitude towards physical activity and which benefit personal health.
- To provide a safe environment for competitive endeavors that provide personal and professional development

Guiding Principles

When making decisions, employees are to use 4 principles to help them make decisions. These principles are:

- **Safety:** Our top priority is to ensure the safety of our participants, staff and spectators. Whenever there is any doubt, call on a professional staff member to help with the decision. If a staff member is unavailable adhere on the side of caution. Many things can be remedied, accidents and injuries cannot.
- **Quality:** We want to offer the best possible service we can, taking into account the other guiding principles. We should strive for excellence in everything we do.
- **Consistency:** We want to make sure we are not doing something we don't usually do. Refer to our policies and other programs. Will you set a precedent by doing it?
- **Fun:** Our services should be enjoyable as long as we are applying all other guidelines.

Emergency Contact List

Emergency Numbers

Medical Emergency:	911
Fire Department:	911
Ambulance:	911
Public Safety, Police Services:	963-2958
24 Hour Maintenance:	963-3000

University Recreation Staff Contact Information

Intramural Office:	509-963-3511
University Recreation Service Desk:	509-963-3512
University Recreation Fax:	509-963-3515

Inclement Weather Policy

Weather Phone line: 509-963-3511

Decisions will be made by 2:00 pm in the event of inclement weather. Games will be played as scheduled if it is safe for participants and staff members and if the facilities used will not be damaged. If the conditions change during play, the supervisor will determine if games will continue using the guiding principles of the program.

Membership & Eligibility

1. All students regularly enrolled, as undergraduates and graduates, full-time faculty and staff employees of CWU, and their adult dependents (over the age of 18) shall be eligible to participate in the Intramural Sports program, provided that they comply with the rules of eligibility outlined.
2. Alumni and Crimson Pass holders will not be eligible for Intramural Sport leagues. There will be tournaments and special events offered for which they are eligible.
3. **VARSITY ATHLETES:** Individuals who have participated as a varsity athlete in a sport are not eligible for Intramural Sports competition in that same sport for 1 calendar year following their last varsity competition. A varsity athlete is defined as any student that is on the team's official roster for any duration of time within the scheduled sport season for a 4-year school.
4. ***NO EXCEPTIONS*** All team rosters may include two (2) former varsity athletes, but only one (1) may play at a given time. In no sport may two (2) varsity athletes play in the game at the same time. Varsity athletes may only play in the competitive, open, or coed league.
5. Red-shirt or practicing varsity athletes that have not yet played in a game will be considered a varsity athlete if they are listed on the team roster during the competition season.
6. Former community college letter winners who do not play for the varsity team are eligible for intramural competition with no restrictions.
7. There will not be restrictions for former varsity athletes that are 5 years removed from their last competition.

8. Members of a collegiate Sport Club will be allowed to compete in the sport that they are a past or current member of provided they abide by the following requirements:
 - a. No sport club member may play in a recreational league unless it is the only league offered. No more than 2 members are on the field of play at the same time during Recreation or Open league play.
 - b. No more than 3 members are on the field of play at the same time during Competitive league play.
 - c. Doubles leagues will be restricted to 1 player
 - d. Singles leagues will be unavailable to club athletes
 - e. Members will be defined as either “due paying” or competing players of the club of the same sport in the last calendar year.
 - f. If a team has a Varsity Athlete on the field, only one member from a collegiate Sport Club will be allowed on the field of play at the same time.
9. Current and former professional athletes are prohibited from competing in the sport that they were paid to play.
10. All participating team rosters in Recreation league play shall be **limited to 2 players** currently participating in Competitive league play in the same sport. Those players may play without restrictions. Players participating in unlike sports may play in Recreation and Competitive leagues.
11. Exceptions to all eligibility rules may be voted on by captains prior to the season and can pass with a simple majority. Requests for votes must be received by email prior to the first day of games.
12. Team captains may request an eligibility request by emailing imsports@cwu.edu.
13. It is suggested teams notify supervisor who is a varsity or club player or who plays competitive during a rec game. **Teams that are found to have too many players on the team or playing at one time will forfeit each game this is found to be true.**

Health & Safety

1. The Intramural Sports program assumes no liability for accidents occurring in the program and provides no funds to defray medical costs.
Participants are strongly advised to obtain an insurance policy available to them through the Student Health and Counseling Center.
2. In the event of an injury, the participant will be given on-site first aid and referred to the Student Health and Counseling Center or Emergency Room at Kittitas Valley Community Hospital, depending on severity and time of injury.
3. Students are required to have completed a medical history form when entering Central Washington University. Those whose physical activity has been restricted by the Student Health Center or by private physicians are responsible for observing such restrictions with regard to their participation in an Intramural Program.
4. Re-examination may be required at any time if there is a question concerning a student's physical status.

Equipment & Jewelry

1. Sports equipment will be furnished when possible, but students are required and expected to furnish their own personal equipment.
2. Safety equipment may be required; this equipment will be identified in the league rules. The safety of our participants is our top priority! Safety equipment may include but is not limited to shin guards, mouth guards, cleats, and/or helmets.
3. Footwear for all contests is mandatory unless otherwise stated, and should follow these guidelines:
 - Indoor Activities:** No street shoes, outdoor cleats or black-sole shoes.
 - Ellensburg Recreation Center:** No street shoes or metal cleats. Turf or plastic cleats are required.
 - Outdoor Activities:** Only rubber-molded cleats or tennis shoes may be worn. Absolutely NO METAL or metal screw-in spikes!
4. Teams are encouraged to wear matching shirt colors to all contests for easy identification. If teammates are not wearing matching shirt colors, they will be required to wear scrimmage vests. **Participants are required to wear shirts under the scrimmage vest.**
5. University Recreation requires participants and staff to remove all jewelry prior to involvement in any activity. Jewelry is deemed dangerous to participants and will have to be removed in order to participate.
6. If the jewelry cannot be removed, concealed, or secured in a manner safe for the participant, they will **not** be able to compete.
7. Medical alert bracelets and necklaces are not considered jewelry.
8. Questions about Equipment and Jewelry may be directed to the Intramural Coordinator, but staff at the event will make the decision on-site using their training and judgment.

Alcohol, Tobacco & Drug Policy

The use of tobacco, alcohol, or other illegal substances is not permitted in, on, or around any facilities used by University Recreation.

1. Individuals and teams that arrive intoxicated or are suspected of the use or possession of alcohol or other illegal substances will not be permitted to play. The Intramural Supervisor will call the game immediately a forfeit. University Recreation and Intramural Sports will not tolerate such behavior and will act in a prudent manner with the safety of all participants as a priority.
2. Punishment for violation of this policy will be suspension from all Intramural Sports activities for one calendar year and possible team suspensions.
3. Notice will also be given to the Office of Vice President for Students Affairs for further review.

Code of Ethics

The code of ethics adopted here will apply at all Intramural Sports contests and will govern the conduct of players and spectators alike:

1. Participation in all programs shall be free of discrimination based on race, religion, ethnic group, national origin, age, sexual orientation, or disability.
2. Participants and spectators shall abide by the same code of ethics when in the facility or field of the Intramural activities.

3. **Absolutely NO** derogatory remarks shall be made at any time to opposing players, staff or sports officials. An example of derogatory remarks includes, but not limited to swearing, demeaning, abusive, or irritating comments, and/or shouting when it is not necessary.
4. **Team names must avoid alcohol, drug, demeaning sexual, racial, or other discriminatory references. If team name does not conform, the team name will be changed.**
5. Players and spectators shall not make abusive or irritating remarks from the sidelines.
6. **All players and spectators will carry and make available their CWU-issued connection card at the request of any Intramural staff member.**
7. All forms of fighting have no place in the spirit of Intramural competition and will not be tolerated.

Any player or spectator who assaults any game official or intramural staff member shall be prosecuted to the fullest extent of the laws of the State of Washington. Additionally, any participant found guilty of the above offense will face a minimum suspension from Intramural Sports competition for one (1) full year followed by a two (2) year probationary period. Further, a report of the incident will be passed onto the Vice President's Office of Student Affairs for further disciplinary action.

8. Players will strive to win by fair and lawful means, abiding by both the spirit and letter of the rules.
9. All staff and participants are treated as friends, with all the courtesy due to friends.
10. All outcomes and interpretations of officials and staff are accepted as final and without question.
11. Participants will play each game with this Code of Ethics in clear view.

12. Gender Identity or Gender Expression

- a. **CWU Intramural Sports does not discriminate and will allow any individual to participate in our program in accordance with that person's gender identity.**
- b. **If a person does not identify within the gender binary, they may still participate in any league in accordance with league rules.**
- c. **Any concerns about league rules or getting involved, please contact the Intramural Coordinator.**

Application of the Code

1. Game officials are obliged to report all infractions of the code as part of their job responsibilities and may not waive this rule.
2. If a player or spectator commits an infraction of the code, the group to which he/she belongs will receive a warning notice. Two such warnings caused by undesirable or unsportsmanlike behavior by members of a group will result in the group being withdrawn from that sport for the duration of that season.
3. When a group has been withdrawn from a sport, the group will automatically be dropped from further participation in other Intramural programs for the remainder of the current quarter. Further, the members of the disbanded team will not be allowed to join or transfer to other teams.
4. Any fighting between opposing players will result in immediate expulsion from that game in which the fight took place and, pending an investigation of the incident and a disciplinary meeting with the Intramural Coordinator, reinstatement back into the league will be granted on a case by case basis.

***NOTE: Ignorance of the code will not be regarded as an excuse. Every staff member, sports official, and participant is expected to abide and report any offensive or harmful behavior from the membership. ***

Registration Policies

1. Registration sheets and waiver forms for all Intramural programs will be provided at each team's first game. More info can be found at www.cwu.edu/rec.
2. Absolutely no late entries will be accepted, however, the entry deadline may be moved to accommodate additional entries.
3. Registration dates are posted throughout the campus and on the web.
4. Teams must be registered by 5:00 pm on the deadline date for each activity.
5. The registration period will begin approximately 2 weeks prior to the beginning of any season and end 2 - 6 days before the season begins.
6. Student charge forms must be filled out at the team's first game and must be completed prior to the game starting. All registration fees left unpaid will be charged to the captain's student account after the first game has been played.

***NOTE: The Roster must contain all information for the entire team including: printed names, signatures, date of births, CWU ID and phone numbers. If any of this information is missing, the team will not be considered registered and/or be penalized accordingly. ***

Registering with imleagues.com

All intramural participants will be required to create an account on imleagues.com. Imleagues.com offers a live support button in the top right corner of all pages; please use this button if you encounter any difficulties.

To create an imleagues account:

1. Go to www.imleagues.com. (A link is provided on the intramural website, www.cwu.edu/rec/intramuralsports)
2. Click on the "Sign Up" link.
3. Create an account by using your CWU email address.
4. You will be sent a temporary password to your school email account – if you do not receive an email with your temporary password add info@imleagues.com to your list of contacts, go to <http://www.imleagues.com/ForgetPassword.aspx> and enter your email address to have your password re-sent to your email address.
5. Log in to imleagues.com by clicking the link at the bottom of the email. You will be prompted to change your password upon first login.
6. After changing your password, the Central Washington University school link should pop up. Click "Join School."

How to sign up for an intramural sport:

1. Log in to your imleagues.com account.
2. Click on the "Central Washington University" link.
3. The current sports should be displayed toward the bottom of the screen. Click on the sport you wish to join.
4. Choose the league you wish to play in.

5. You can join a sport one of three ways:
 - a. **Create a team (For team captains)**
 - i. You can sign up your own team
 1. Click on the active sport you wish to play
 2. Click which league you are interested in playing in such as: COED, etc.
 3. Click on create a team
 3. Read and agree to the terms and conditions by clicking the box
 4. Enter your team's name (WARNING! Team names, logos, and descriptions must conform to the Intramural Code of Conduct and teams may be removed based on unacceptable content.)
 5. Enter an appropriate logo(ex. a picture of you so your teammates knows who the captain is, if your team name is rainbow maybe enter a picture of a rainbow) and certify you have rights to the picture (a team logo is NOT required)
 6. Then click submit
 - ii. Captains then must receive the team roster form and get all teammates' signatures before handing in the form to the recreation front desk.
 - b. **Join a team (for team members)**
 - i. Search for the team that you would like to join
 1. Click on the active sport you wish to play
 2. Click which league you are interested in playing in such as: COED, etc.
 3. Click on the division you are interested in playing in.
 4. Finding the team and captain name on division page and requesting to join
 - ii. Get in contact with the captain and make sure you sign the team roster form which the captain should have.
 - c. **Join as a Free Agent**
 - i. For individuals searching for any team in any league
 1. Click on the active sport you wish to play
 2. Click which league you are interested in playing in such as: COED, etc.
 3. Click on the division you are interested in playing in.
 4. Finding the team and captain name on division page and requesting to join
Team: (Sport) Free Agent Team Captain: Free Agent Captain
 - ii. For individuals searching for any team in any league
 1. Click on the active sport you wish to play
 2. Click which league you are interested in playing in such as: COED, etc.
 3. Click on the division you are interested in playing in.
 4. Agree to the schools terms and conditions
 5. Write a brief description about yourself (ex. Played in HS but just looking to have fun, looking to meet new friends, competitive player but haven't played in a few years)
 6. Click submit

Intramural Registration Fees

1. Each league and activity offered by the Intramural Sports program may have an associated fee for registering a team.
2. In most instances, the league fee is based on the number of games the team plays, the cost of the facility that hosts the sport, and the amount of supervision/officiating the sport requires.

3. Early registration prices may be lower than regular registration fees.
4. The registration fee must be paid prior to competition in any league or activity.
5. Team captains will be responsible for unpaid registration fees.
6. Fees may vary but will remain between Free - \$60 for a typical Intramural season.

Team Captain Responsibilities

Each team is encouraged to select the best possible person as Captain and not merely the person who is able to pay the league fees. A Captain must assume the role of liaison between the Intramural Office and their team to ensure that good sportsmanship will be exhibited by all participants/players, captains/managers, and fans alike.

Additionally, each Captain will have the responsibility to:

1. Ensure all league fees and fines are paid throughout the entire season. **ALL UNPAID TEAM BALANCES WILL BE APPLIED TO THE CAPTAIN'S STUDENT ACCOUNT ONE (1) WEEK AFTER THE FIRST GAME IS PLAYED.**
2. Acquaint themselves and team members with the intramural policies & procedures; understand bylaws and specific league or game rules which govern their participation in a particular activity, and understand participant ID requirements.
3. Complete the Captain's Quiz on IMLeagues. Attend all required meetings.
4. Ensure that all members of his/her team are eligible as per the stated eligibility regulations.
5. Assure that his/her team is present and ready for play at all scheduled game dates, times and places. This includes notifying team members of changes made to the league schedule of any regular or postseason games.
6. Be responsible for the conduct of their players on and off the IM playing field.
7. Choose an appropriate name for their team that is free from derogatory or explicit terms or innuendos. The Intramural Coordinator will review all team names for inappropriate content. If a name is found to be inappropriate, a new name must be chosen or the team will be recognized by an assigned name.
8. Contact team members in the event of a cancellation.
9. Your team roster must have the required minimum players signed up. Team rosters must be completed by your third game. On all game nights, please make sure you have your entire playing roster bring their ID's.
10. Inform all players they must have their CWU ID's or they will not play.
11. **Remind your players that they play at their own risk.** Central Washington University does not provide additional insurance for their injuries.
12. Team schedules are based on a 4 - 7 game regular season (exceptions: if a league does not fill or if we have to drop a team do to forfeits, your team will have byes). During the regular season your team will typically play on the same nights, **but once play-off games begin your team must be ready to play on a different night and time.** **Reasonable accommodations may be made*
13. Play-off games are posted on the IM Web Page at the end of the regular season. Play-off games will not be rescheduled. It is advised to carry extra players on your roster to avoid possible play-off scheduling conflicts.
14. You are responsible to know the eligibility and game rules. Players may only participate on one team within the same sport and competition level. Please inform all of your players on the team. **PLAYING ON MORE THAN ONE TEAM WILL RESULT IN FORFEITS AND**

LOSS OF PLAYER ELIGIBILITY. They may be found on the Intramural Website (www.cwu.edu/rec/intramural-sports)

15. Team schedules, results, game write ups, standings, rules, and play-off schedules are located on the imleagues website (www.imleagues.com/cwu)
16. We strongly discourage forfeits since the reason you want to participate in IM's is to play the games. If your team absolutely needs to forfeit a game please call the IM Coordinator ASAP at 509-963-3511 to notify the other team. Teams forfeiting twice without notice will be automatically dropped from the league and are ineligible for the play-offs.
17. Teams may be placed in different leagues based on ability, please sign up for the correct league! Teams may also be moved into different playoff brackets at the end of the season based on performance.
18. Poor player/team conduct will not be tolerated. Poor sportsmanship will result in game forfeits and/or removal from the league. Teams must maintain a 2.5 sportsmanship to remain in the league. Teams with a sportsmanship rating of 2.5 or lower in the playoffs will not move on to the next round.
19. Weather decisions are made by 2 pm weekdays. Call 509-963-3511.
20. As team captain you have the right to protest a questionable rule interpretation or situation. Protests on-site will be handled by the supervisor. Game day protests unresolved will be forwarded to the Intramural Coordinator.

Roster Information & Penalties

The Intramural Sports program is committed to offering diverse

Levels of Play:	Coed:	Teams must be comprised of equal male/female members
	Elite:	Advanced, organized competition level
	Recreational:	Fun, social competition level
	Women's:	Restricted to only female competitors
	Men's:	Restricted to only male competitors
	Open:	No male/ female regulations

1. An individual may play on multiple teams in a given sport at different levels as outlined here.
2. A player after having entered one contest with a given team may not change to a team of the same level and sport during the season (Exceptions by approval from Intramural Coordinator)
3. No more than two players from any team in a Competitive League can play on the same team in a Recreation league within the same sport. (i.e. Softball Competitive teammates cannot play in a Softball Recreation league together)
4. To be eligible to compete in the championship game for any sport, a player must have participated in at least one regular season game. A team winning a game by forfeit shall be allowed to count all players on its roster as having participated in that game.
5. Any player competing under a fake or assumed name will be deemed ineligible from further Intramural Programs. It will also result in the forfeiture of all games the individual has played in with that particular team.
6. Any team found using an ineligible player shall forfeit all contests in which the individual has played with that particular team. The ineligible player will be suspended from further participation in Intramurals for the remainder of the quarter.
7. An ineligible player may also include a player who has been ejected from a contest and has not served the mandatory one-game suspension or a player who has not paid the appropriate fees for a technical foul or an ejection.

Intramural Sports – Participant Handbook - Updated 7/10/15
Recreation Center Room 170 - Phone: 509-963-3511 - Email: imsports@cwu.edu

8. Each team shall have a final roster on imleagues of its eligible players before playing its fourth game. All additions & changes must be made on imleagues before this deadline. Email imsports@cwu.edu if you are having technical issues. Any requests for additions to team rosters after this deadline, must be made in writing and be approved by the Intramural Coordinator before such an individual may participate.

Sport Specific Rules

All Intramural programs shall be governed by the Intramural Policies and Procedures as well as specific league and/or game rules provided for each specific sport. The specific rules for each sport will be posted on the University Recreation website (<http://www.cwu.edu/rec>).

Schedules & Playoffs

1. Schedules will be posted on the imleagues website (<http://www.imleagues.com/cwu>) and at the Recreation Center.
2. Captains are required to inform their teammates of their schedule.
3. Postponements, cancelations, and game delays are a part of sports scheduling. Reasonable accommodations will always be attempted but may not always accommodate each team
4. Playoff schedules are posted in a timely fashion and it is the responsibility of the team, not the Intramural program, to determine their playoff time and location.
5. **University Recreation does not guarantee a specific number of games for each league, playoffs for any league, nor does it guarantee any number of teams to advance to the playoffs.**
6. Playoff games are a privilege of the Intramural sports program and not each team will be placed into the season-end playoff.
7. Teams will qualify for playoffs after they are ranked on regular season wins, losses, sportsmanship rating, head-to-head results, point differential, points scored, and points against (not necessarily in the order listed).
8. Teams that forfeit 2 or more games will not be eligible for the playoffs.
9. Teams with a sportsmanship rating of 2.5 or lower in any playoff game will not move on to the next round.
10. Playoff games may be scheduled on any day and time of the week. Reasonable accommodation and notice will always be attempted.

Sportsmanship

The intramural program is available to participants as a privilege and thus is governed by certain sportsmanship guidelines. Specific activities are conducted within a sportsmanship rating system, while all activities are bound to a code of conduct conducive to fairness and positive interaction. Please read the Intramural Handbook before participating. The game officials and/or any Intramural staff present will rate teams at the end of the game or match for their overall sportsmanship and conduct during that game.

1. Teams will be rated on a 4-point scale.
2. Sportsmanship ratings are affected by team, participant and spectator conduct before, during and after a contest.

3. The descriptions below are meant to assist the Intramural Staff and officials determine the best rating for teams. However each team is rated on a per game basis and the rating is solely at the judgment of the staff on-site.
4. Team captains will be shown their sportsmanship rating as they sign the completed scoresheet.
5. Teams must maintain a 2.5 sportsmanship rating to qualify for the playoffs.
6. Any team whose sportsmanship rating falls below a 2.5 after the second game of the season will be placed on probation. Failure to meet conditions of probation will result in the team being dropped for the remainder of the season
7. Teams that receive a 0 rating for one game will be immediately placed on probation for the remainder of the quarter.
8. Teams will be removed from the league if they fail to maintain a 2.5 rating in any of their remaining games after being placed on probation.
9. Teams with a sportsmanship rating of 2.5 or lower in any playoff game will not move on to the next round.
10. The following information provided is merely meant to be a guideline for understanding the rating system.

The breakdown of sportsmanship ratings are as follows:

- | | |
|---|--|
| 4 | Great Game: |
| | <input type="checkbox"/> Good behavior |
| | <input type="checkbox"/> No Cursing |
| | <input type="checkbox"/> Handshake at the end of the game |
| | <input type="checkbox"/> Spectators were polite for both sides |
| 3 | Good Game: |
| | <input type="checkbox"/> Mostly Good Behavior |
| | <input type="checkbox"/> Some Cursing but NONE at Officials |
| | <input type="checkbox"/> Most Participants Shake Hands |
| | <input type="checkbox"/> Spectators were a little rowdy |
| 2 | Rough Game: |
| | <input type="checkbox"/> Mostly Bad Behavior |
| | <input type="checkbox"/> A lot of Cursing; Some at Officials |
| | <input type="checkbox"/> Most Participants Did NOT Shake Hands |
| | <input type="checkbox"/> Spectators needed to be warned |
| 1 | Terrible Game: |
| | <input type="checkbox"/> Very Bad Behavior |
| | <input type="checkbox"/> A lot of cursing at officials!! |
| | <input type="checkbox"/> Participants DID NOT Shake Hands |
| | <input type="checkbox"/> A spectator/player needed to be removed |
| 0 | No Game: |
| | <input type="checkbox"/> Fighting |
| | <input type="checkbox"/> Game was ended early |

Forfeits

1. If a team fails to appear at the playing area with the minimum starting line-up at the **start time indicated on the schedule**, the game shall be forfeited to its opponents.
2. A team waives the right to claim a forfeit victory if it agrees to play a team that fails to meet a starting time or the minimum player requirements. When neither team complies with these requirements, a forfeit will be recorded for both teams.

3. If the opposing team chooses, they may agree to wait for a maximum of 10 minutes for the minimum number of players to arrive. When this decision is made, the game clock will be started so the game will end at the appropriate time and later games will not be delayed.
4. Teams intending to forfeit should notify their opponents and the Intramural Office at least 1 business day (24 hours) in advance. Teams that notify the Intramural Office of their absence 24 hours prior to the start their game will not be assessed the \$20.00 forfeit fee. A voicemail will NOT count as notice unless in special circumstances.
5. Officials may declare a contest forfeited when a team displays flagrant disregard for opponents, spectators and officials, poor sportsmanship or departs from the area prior to completion of the contest. In the case when an official declares a game forfeit due to poor sportsmanship, the team will also be dropped from further competition in that sport.
6. Any team forfeiting two games for any reason will be withdrawn from play and forfeits will be recorded for all remaining contests.
7. When a team forfeits a game, they must pay a \$20.00 fee within one week. All fines can be paid at the University Recreation Office located in the Recreation Center. If a team is dropped from the league, they must pay forfeit fees for all remaining games.
8. All outstanding fines will be posted to the team captain's account if they are not paid within the 1-week deadline.

If a team has any outstanding forfeit fees after the last game of the season, the team will not be scheduled to play in the playoffs

Postponements

1. The Intramural Coordinator and/or supervisor will decide when inclement weather conditions justify postponements and will reschedule or cancel the event as necessary.
2. In the event of a snow-related campus closure, Intramural Events will not be held.
3. Teams that postpone a scheduled contest without consent of the Intramural Coordinator and their opponents will be considered as having forfeited.
4. A team desiring a postponement must file a written request within twenty-four (24) hours before the scheduled contest. This request must include a statement that the postponement is acceptable to the opposing team (special circumstances will not need acceptance by the opposing team; the Intramural Coordinator will rule in these circumstances).

Conduct Penalties & Fines

1. A fine of \$10 is assessed for an unsportsmanlike technical foul, an unsportsmanlike conduct penalty, or an unsportsmanlike conduct yellow card.
2. Any player ejected for unsportsmanlike conduct from any contest, receiving a red card, or receiving 2 flagrant fouls/yellow cards will face an automatic one game suspension and a \$20 fine.
 - a. *All fines will double during the league-end playoff*
3. Fighting will result in automatic ejection from the game, a \$20 fine, and an automatic season suspension. The Intramural Coordinator in extreme cases may assign additional penalties.
4. Verbally attacking an official is grounds for ejection, a \$20 fine and an automatic 2 game suspension. The Intramural Coordinator in extreme cases may assign additional penalties.
5. All ejection's & disqualification's shall automatically be reviewed by the Intramural Coordinator for any further action.
6. Two ejections in one quarter will result in a player being suspended from Intramural Sports competition for no less than the remainder of the quarter and up to one year.

7. All fines must be paid within one week of receiving the fine.
 - a. If an individual player has not paid a fine within one week, they will not be eligible to play in any games until the fine is paid. It is the responsibility of the captain to alert the player and make sure the fine is paid. If a player plays a game with an outstanding fine, the team will forfeit playing any games with that ineligible player.
8. Fines are payable at the access counter in the Recreation Center.
9. Any fines not paid by the end of the quarter in which they are issued will be turned over to student accounts with a hold placed on one's account.
10. Any team that allows an ineligible player to participate will forfeit any games involving that player. Subsequently, the player involved is subject to suspension for the remainder of the season pending review by the Intramural Coordinator.
11. Any player receiving four (4) technical fouls, unsportsmanlike conduct penalties, or unsportsmanlike conduct yellow cards in one academic quarter will be suspended for no less than the remainder of the quarter and may face further disciplinary action.
12. Any team receiving two technical fouls, unsportsmanlike conduct penalties, or unsportsmanlike conduct yellow cards during a single game will automatically forfeit that game. Teams forfeiting a game in this manner will forfeit remaining games and be dismissed from the league. The \$20.00 per game forfeit fee as noted in "Forfeits" above will be assessed on any and all games forfeited as a result of being terminated from the league.
13. (Repeated for emphasis from "Forfeits, 5") Officials may declare a contest forfeited when a team displays flagrant disregard for opponents, spectators and officials, poor sportsmanship or departs from the area prior to completion of the contest. In the case when an official declares a game forfeit due to poor sportsmanship, the team will also be dropped from further competition in that sport.

Protests

1. Only protests concerning player eligibility or the misinterpretation of a playing rule (ex. 3 outs per inning) will be heard. **No protests based on an official's judgment (ex. fair/foul) will be considered.**
2. A written protest must be sent to stinglenj@cwu.edu by 5:00 pm the following business day immediately following the protested game. The written protest shall include:
 - a. Name of each team involved and league
 - b. Date, time, and field/court
 - c. Description of events/occurrences warranting the protest
 - d. Captain's signature
11. A meeting will be scheduled to discuss the protest in which *any combination of* Team Captains, the game officials, the supervisor, and the Intramural Coordinator will be present.
12. The Intramural Coordinator will rule on all protests and will inform all teams involved of the decision made and the resulting actions, if any.
13. Protests involving misinterpretation of a playing rule, when granted, may result in the complete replay of the contest, forfeiture of a contest, or cancellation of a contest as situations dictate. The Intramural Coordinator may also agree to a solution recommended by both teams involved.

Sports/Tournaments Traditionally Offered by the Intramural Program

Badminton	Flag Football
Basketball	Foosball
Billiards	Dodgeball
Outdoor Soccer	Tennis
Indoor Soccer	Ultimate Frisbee
Kickball	Racquetball
Golf	Softball
Inner Tube Water Polo	Pickleball
Xbox and Wii Leagues	Volleyball
Indoor (Arena) Flag Football	Outdoor Volleyball
Laser Tag	Ping Pong

*****Intramural Programs are traditionally offered during Fall, Winter and Spring Quarters. *****

Student Employment

The Intramural Sports program hires and trains between 25 and 35 student employees each year. Prior to each quarter, an application is available on the website for all open positions. Applications are reviewed along with interviews to form the basis of the hiring process. Interested individuals should go to <http://www.cwu.edu/rec/employment.html> for more information.

Benefits of Officiating Intramurals at CWU:

1. Paid for every game you work.
2. Paid comprehensive training in sports offered for the intramural program.
3. Flexible work schedule.
4. The opportunity to advance and become an intramural supervisor.
5. You can still participate in intramural activities.
6. Fun and exciting working atmosphere.
7. Gain valuable leadership and teamwork skills.
8. Connect with other students on campus.