

# **Gonzaga University Intramural Handbook**



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The Intramural Sports Program at Gonzaga University operates within the Rudolf Fitness Center. Our program is ranked #2 in the nation by the Princeton Review in the category, "Everyone Plays Intramural Sports" and one of the most popular attractions on campus with over 2,750 students participating annually equaling over 60% of the undergraduate student population. The Intramural Sports staff is here to serve you and to do everything possible to make sure that your experience is a positive one.

We offer 30 sports and events with a variety of different team and individual activities for students, faculty, and staff to participate in. From team sports such as 5v5 Basketball, 8v8 Soccer, 6v6 Flag Football, Softball, Inner Tube Basketball, Pickle Ball, 6v6 Indoor Soccer and 6v6 and 4v4 Volleyball to individual sports such as a Swim Meet, Swim Relays, Bench Press Competition, and Home Run Derby. There is something for everyone! Participation allows for growth throughout the campus community as well as personal achievement.

### **MISSION STATEMENT**

The purpose of the Kermit M. Rudolf Fitness Center is to provide positive recreation, fitness, and wellness programs and services for all students, faculty, and staff. The Fitness Center is focused on promoting educational leadership, physical fitness, and leadership pursuits. A main objective is to provide a variety of programs that are fun, social and that lead to the development of the total person.

### **RFC MEMBERSHIP AND INTRAMURAL ACCESS**

All students, faculty and staff members are required to have *their* valid GU Identification card to participate in Intramurals and gain access to the Rudolf Fitness Center. All full-time undergraduate students have access to the Rudolf Fitness Center with their valid GU identification card beginning their fall semester due to the fitness center fee automatically tied into their tuition. Part-time, graduate and law school students that have not purchased the optional semester fitness center membership of \$150.00 at Student Accounts must contact the Associate Director (Shelly Radtke, x3977, or [radtke@gonzaga.edu](mailto:radtke@gonzaga.edu)) to gain access for all Intramural sports and events held within the fitness center. A list, per sport, will be created and available at the front desk for our staff to reference upon gaining access into the facility. A valid GU identification card is required to check in at the front desk prior to checking in on your specific court. *No other forms of identification will be accepted.*

### **TEAM CAPTAIN RESPONSIBILITIES**

Team captains serve as the contact between the Intramural Staff and their team. Captains play a vital role not only in the success of the Intramural program, but their players and team depend on them to relay information. Captains are the leaders on the court/playing field and set the example for all players and teams. Information that is dispersed to captains is essential and should be passed along to the entire team. *Lack of knowledge or ignorance of policies, procedures and rules is not an excuse and will be a direct reflection of the captain.* It is the responsibility of the captain to ensure that his/her team acts in an appropriate and sportsmanlike manner. This policy also includes the teams' spectators and fans. If spectators that can be directly tied to a team, by an Intramural staff member, fail to act in a sportsmanlike manner, that

team's captain will be penalized accordingly (individual/team warning, yellow card, technical foul, unsportsmanlike conduct penalty, etc...).

Team captains are responsible for all players meeting the team eligibility requirements (see Player Eligibility) and assisting the department in making sure all players initial the score card to verify they have read the Assumption of Risk and Liability Form upon checking in at every game. Team captains must also have all players create an account on IM Leagues (only required once during GU career). Captains are required to complete all information on IM Leagues to register their team (this includes the Captain's Quiz). Adding/dropping a player is done using IM Leagues. You do not need to drop a player to add a new player (as long as you have not exceeded the maximum number of players).

### **TEAM NAME POLICY**

The Intramural Staff reserves the right to prohibit or alter any team names including but not limited to names deemed inappropriate, discriminatory, sexually explicit, derogatory, degrading in nature, or not within the spirit of good sportsmanship. We are committed to assuring that our program is free from discriminatory, inappropriate, and disrespectful conduct and communication. This is a direct reflection of the entire team, please use good judgment when selecting names and artwork associated with your team. Student Development will be informed of all related matters and additional intramural infractions may follow.

### **DIVISIONS, LEVELS OF PLAY AND "SANDBAGGING"**

The Intramural Program offers a variety of divisions and levels of competition to accommodate a wide variety of individuals and abilities.

Men's Divisions: Teams comprised of only male players.

Women's Divisions: Teams comprised of only female players.

Coed Divisions: Teams comprised of a combination of male and female players; see sport rules for gender requirements.

Open Divisions: Teams comprised of either gender. This division is offered in our racquet sports where we may not receive an ample amount of registration in a gender division, but still want to offer the sport.

Coed Club Divisions: Designed for social clubs (not sport clubs) to sign up their members to participate together as a club for team building, socializing, and building relationships.

Competitive Leagues: This league is designed for experienced players who desire to play at the highest level of competition. All club players (same/similar sport, see restrictions below) and former varsity athletes (see example below and see restrictions below) are required to participate in this league. Example-varsity athletes: Once eligibility has expired for the student in a varsity sport, he/she may participate in Intramurals (same/similar sport). Soccer and Volleyball eligibility/seasons are finished in the fall semester and may participate in the spring semester of the same/similar sport for Intramurals (with restrictions, see below).

Intermediate Leagues: This league is not offered in all league sports. This league is designed for experienced players that fall somewhere between competitive and recreational levels for *half-to-majority* of the players on the team. Players in this league are competitive, but are looking for semi-spirited play. Club player restrictions apply, see restrictions below. Former varsity athletes may not participate in this level of play.

Recreational-Intermediate Leagues: This league is not offered in all league sports. This league is designed for experienced players who fall somewhere between intermediate and recreational for half-to-majority of the players on the team. Players in this league are recreational, but are still looking for a more competitive environment than recreational. Club and former varsity athletes (see restrictions below) may not participate in this level of play.

Recreational Leagues: This league is for social and/or recreational purposes and is geared more for beginners and players that are less-experienced and desire to have fun in a less-competitive environment. Experienced players, club players (same/similar sport) and former varsity athletes (same/similar sport, see restrictions below) may not participate in this level of play.

**\*Sandbagging\*** Players/teams attempting to “SAND-BAG” will be moved up to the next appropriate league for playoffs at the discretion of the IM Staff. “Sandbagging” players/teams ruin the IM experience for others and is not enjoyable for those that have registered for the appropriate level of play.

## **PLAYER ELIGIBILITY**

All currently enrolled students (full-time, part-time, graduate or law school), faculty and staff of the University and the University of Washington School of Medicine are eligible to participate in Intramurals as long as they have a valid GU ID card.

Alumni and spouses of current students, faculty and staff are not eligible to participate.

Former Professional Athletes: Former Professional Athletes may not participate in the same/similar sport he/she played professionally. He/she may participate in any other sport or event offered.

Intercollegiate Varsity Players: Members of Gonzaga’s Intercollegiate Varsity teams are not eligible to participate in the same/similar sport/activity until eligibility has expired. Once the student-athlete’s eligibility has expired, they are permitted to participate, but **may not exceed two former varsity athletes per team** (same/similar sport) and they must register for the Men’s/Women’s/Coed Competitive leagues.

Examples:

- 1) Varsity basketball=5v5 Basketball, 3v3 Basketball Tournament, Inner Tube Basketball, Pre-Season Basketball Tournament and March Madness Events
- 2) Varsity baseball=Softball and Home Run Derby
- 3) Varsity soccer=8v8 Fall/Spring Soccer and 6v6 Indoor Soccer
- 4) Varsity volleyball=6v6 Volleyball and 4v4 Volleyball
- 5) Varsity tennis=Badminton, Pickle Ball and Tennis Tournament
- 6) Varsity track and field/cross country=Fall 5K and Spring Triathlon

Club Sports Restrictions: Members of Gonzaga's Club Sport teams are limited to playing in the Competitive and Intermediate Leagues of both their gender and coed teams for the same/similar intramural sport. **Club players are not allowed to play in the Rec-Intermediate or Recreational leagues. Players cannot appeal this restriction.**

**\*\*SEE CLUB PLAYER RESTRICTIONS in the IM Leagues Rules & Handbooks section of IM Leagues.com.**

For each sport, every participant must (a) be on a team roster (b) fill out a waiver (one for their time at GU), and (c) initial the score card prior to each game to verify they have read the Assumption of Risk and Liability Form.

**Individuals may play on only one gender and one coed intramural team in any given sport. Individuals are not allowed to play on another all gender or coed league team in a different level of play or bracket.**

Coed combinations vary based upon each sport. You can reference each sport's minimum players and legal coed combinations in each sport's respective handbook. (Ex: Basketball plays with 5 players on the court, but you can start/play with 4 players; fall/spring soccer plays with 8 players on the field, but you can start/play with 6 players; flag football plays with 6 players on the field, but you can start/play with 5 players). In coed sports, if a team does not fulfill the legal male-to-female combinations for the respective sport at game time; the team will forfeit.

Participants will be required to show GU identification before every game. If playing in the RFC field house you will be required to scan your GU ID card to enter the facility and then show it again at the Intramural score table. No other forms of identification will be accepted.

#### **IMPROPER USE OF GU ID CARD**

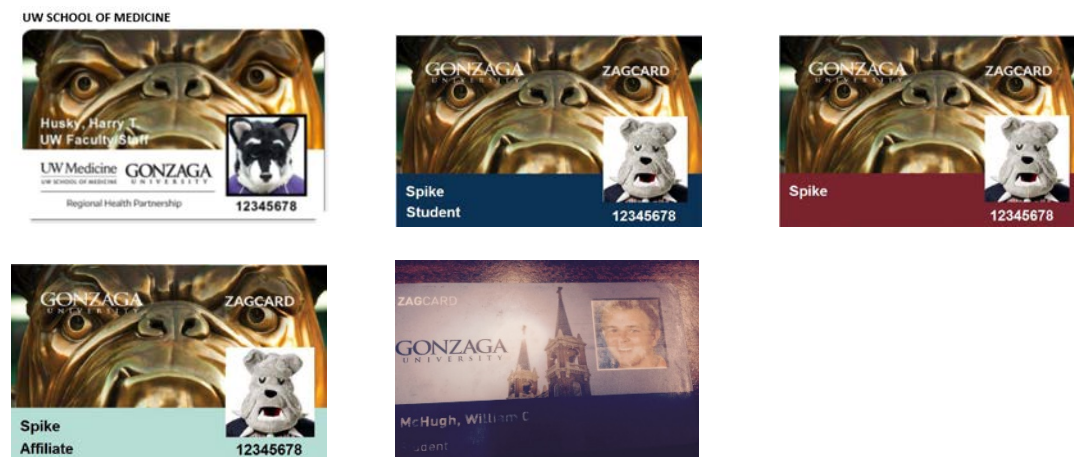
Gonzaga University requires students to carry their GU ID card at all times while on campus and present it when requested by any University official. The alteration or misuse of a student identification card is prohibited. This includes possessing, presenting or using another person's card or card number. Students must surrender their identification card to a University official upon request.

If an Intramural staff member determines that an individual is attempting to check-in with false/improper use of identification in order to participate in an Intramural contest, the individual will not be allowed to participate. Any individual caught trying to check-in with a GU ID card that is not their own jeopardizes themselves and the owner of the GU ID card to disciplinary action by the Intramural Staff and the Department of Student Development. Games may be forfeited due to improper use of identification. Participants using another student's ID card will be removed immediately from the facility, game and that game will be forfeited.

All eligible players for playoffs must be listed on the IM Leagues official roster and any player added must play in a minimum of one regular season game to participate in playoffs. Injury replacements will be taken on an individual basis and must be approved by the Associate and Assistant Directors.

Violation of any eligibility rule(s) may result in a forfeit of the game and/or season.

### ***Gonzaga ID Cards Accepted for participation:***



### **PLAYER AND TEAM CONDUCT**

It is inevitable that participants will disagree with rulings made by Intramural staff or officials or dislike opposing players. However, confrontations with opponents, RFC and IM staff will not be tolerated. Disagreements can be handled in a reasonable and respectful manner. When participants act in a confrontational or hostile manner, this behavior will not be tolerated. Intimidating, threatening, or attempting to fight an official or any Intramural staff member will have the participant suspended INDEFINITELY from all Intramural sports and events. Intimidating, threatening or attempting to fight an opponent will have the participant suspended for one calendar year from the date the incident took place. In all cases, Student Development will be notified.

Individual and team sportsmanship is of the utmost importance to the Intramural program and all of its participants. Certain behaviors will not be tolerated before, during, or after intramural activities (such "examples" are included below, but not limited too):

- 1) Actions meant to cause harm to any person.
- 2) Verbally abusive or threatening language towards players, spectators, or any RFC/IM Staff member.
- 3) Lack of control by individuals or the team.
- 4) Alcohol or drug use before, during or after the contest.

Admission to the University carries with it the presumption that students will conduct themselves as responsible members of the community. Upon registration, each student agrees to abide by the rules and regulations of the University.

Working together as a community, students, faculty, and staff help foster a campus atmosphere that furthers the mission of the University. Students are expected to enhance the campus ethos. This expectation calls for behavior which demonstrates the five principles of students conduct: **respect for oneself, respect for others, respect for property, respect for authority, and honesty.**

### **Disciplinary System**

The Intramural Office may defer disciplinary action to the Student Development Staff if deemed appropriate. The Gonzaga University disciplinary procedures are outlined below:

The Student Development Staff is responsible for the implementation of the student conduct and disciplinary system at the University. Members of the Student Development Staff, University Discipline Board for Students, and/or the Student Conduct Board will hear all disciplinary cases and sanctions may be imposed as outlined in the Student Handbook.

Gonzaga University Hearings are not criminal or civil judicial proceedings. Information for a finding is based on a standard that an act was more likely than not; to have occurred. The information does not have to be in the form of physical evidence nor does the reported violation have to be witnessed. Circumstantial information can be sufficient in some instances to determine that an act was more likely than not to have occurred. The University's standard for determining whether a violation has occurred is different from criminal law.

### **Disciplinary Procedures**

The Student Development staff is responsible for disciplinary proceedings for all infractions where there is sufficient information to believe that a violation may have occurred and disciplinary action is appropriate.

Any member of the University community may file a complaint against any student or student organization for misconduct. Other complaints can be filed with the Student Development Office or Dean of Student Services office and processed through the judicial system. Complaints may also arise from information documented in Campus Security reports or forwarded to the Student Development staff by other University departments.

### **General Information**

Specific responsibilities for disciplinary interventions and resolutions rest with various departments and judicial bodies. There is also a mutual and shared responsibility which Gonzaga promotes, allowing for cooperation and collaboration between University departments regarding student conduct issues.

Student disciplinary records are maintained in the Housing/Residence Life Office and the Student Development Office. These records usually include copies of incident reports, hearing records, and any sanctions issued.

### **Non-Cooperation with University Officials**

Students, visitors, and guests are required to follow the verbal and/or written directives rendered by University personnel and officials in the performance of their duties. Included in, but not limited to the category of University Officials is Athletic Administration, Campus Security Officers, Student Development staff members, and Residence Hall staff.

### **UNSPORTSMANLIKE CONDUCT CONSEQUENCES BY SPORT**

#### **8v8 Fall/Spring Soccer and 6v6 Indoor Soccer**

- 2 individual yellow cards, same game, will result in immediate ejection and participant must leave premises (*Minimum* one game suspension)
- 1 individual red card will result in immediate ejection and participant must leave premises (*Minimum* one game suspension)
- 3 individual yellow cards in different games will result in immediate ejection and participant must leave premises (Done for season no matter the circumstances for each card)



- 1 individual red card + 1 individual yellow card individual/different games will result in immediate ejection and participant must leave premises (Done for season no matter the circumstances for each card)
- 2 individual red cards will result in immediate ejection and participant must leave premises (Done for season no matter the circumstances for each card)

### **6v6 Fall/Spring Flag Football**

- 2 individual unsportsmanlike conduct penalties same game will result in immediate ejection and participant must leave premises (*Minimum* one game suspension)
- 1 individual flagrant unsportsmanlike conduct penalty (official's judgment: intent to harm) will result in immediate ejection and participant must leave premises (*Minimum* one game suspension)
- 3 individual unsportsmanlike conduct penalties in different games will result in immediate ejection and participant must leave premises (Done for season no matter the circumstances for each penalty)
- 1 individual flagrant unsportsmanlike conduct penalty (official's judgment: intent to harm) + 1 individual unsportsmanlike conduct penalty individual/different games will result in immediate ejection and participant must leave premises (Done for season no matter the circumstances for each penalty)
- 2 individual flagrant unsportsmanlike conduct penalties (official's judgment: intent to harm) will result in immediate ejection and participant must leave premises (Done for season no matter the circumstances for each penalty)

### **5v5 Basketball, Pre-Season Basketball, and Inner Tube Basketball**

- 2 individual technical/intentional fouls same game will result in immediate ejection and participant must leave premises (*Minimum* one game suspension)
- 1 individual flagrant foul (official's judgment: intent to harm) will result in immediate ejection and participant must leave premises (*Minimum* one game suspension)
- 3 individual technical/intentional fouls in different games will result in immediate ejection and participant must leave premises (Done for season no matter the circumstances of each foul)
- 1 individual flagrant foul (official's judgment: intent to harm) + 1 individual technical/intentional foul individual/different games will result in immediate ejection and participant must leave premises (Done for season no matter the circumstances of each foul)
- 2 individual flagrant fouls (official's judgment: intent to harm) will result in immediate ejection and participant must leave premises (Done for season no matter the circumstances of each foul)

### **Volleyball, Softball, Dodge Ball, Pickle Ball, Badminton, 3v3 Basketball, Tennis Tournament, Corn Hole, Bocce Ball, and Spike Ball**

- 2 individual verbal warnings same game will result in immediate ejection and participant must leave premises (*Minimum* one game suspension)

- 1 individual ejection will result in immediate ejection and participant must leave premises (*Minimum* one game suspension)
- 3 individual verbal warnings in different games will result in immediate ejection and participant must leave premises (Done for season no matter the circumstances for each warning)
- 1 individual ejection + 1 individual verbal warning individual/different games will result in immediate ejection and participant must leave premises (Done for season no matter the circumstances for each warning/ejection)
- 2 individual ejections will result in immediate ejection and participant must leave premises (Done for season no matter the circumstances for each ejection)

### **EJECTIONS AND SUSPENSIONS**

Intramurals reserves the right to eject any individual, team or spectator who interrupts the flow of a game in any manner, at any time. Players do not have to accumulate the required number of infractions (listed under Player and Team Conduct) to be ejected. Players may be ejected before, during or after any contest and ejections can be made by any IM Official, IM Supervisor or any RFC Director.

The jurisdiction of the Intramural staff begins when the person enters the facility/playing area and ends when the involved persons leave the facility/playing area. If the player refuses to leave within a reasonable time period, Campus Security will be contacted and the team may forfeit the game.

Repeated unsportsmanlike conduct issues will be monitored by the Intramural staff and participants demonstrating a pattern of unsportsmanlike behavior are subject to probation/suspension from all Intramural sports/events at the discretion of the Associate Director (Shelly Radtke) that oversees Intramurals.

### **Intramural Reinstatement**

If a player is ejected from an Intramural contest, he/she becomes indefinitely suspended from all Intramurals. Participants are required to submit a letter of reinstatement and meet with the Associate Director (Shelly Radtke) that oversees Intramurals.

The following steps must be followed for reinstatement:

#### **1. Letter of Reinstatement**

This letter must be written and submitted by email to the Associate Director (Shelly Radtke) that oversees Intramurals within 48 hours of the incident. The letter should outline the actions that led to the participant's behavior and how the situation could have been handled differently. The intent of this letter is not to argue about the events that took place to get to this point, bad mouth the opponent or officials, or to argue the suspension. Rather, we encourage the ejected party to take accountability for his/her actions.

#### **2. Meet with the Associate Director (Shelly Radtke) that oversees Intramurals.**

This will take place at the Associate Director's earliest availability. At this meeting, we will have already met and gathered information from our IM Staff that was working the game and will discuss the participant's side of what took place as well. This is not a time to argue, but a time to talk through the events that took place that led up to this meeting and see how this incident

could be avoided in the future. The participant will be notified when he/she may resume participation, but must also serve a suspension.

### 3. Suspension

After each meeting, the Associate Director will review the letter of reinstatement submitted by the participant and take into consideration how the meeting went to hand out an accurate suspension. *Ejected players must sit out a minimum of one game and forfeited games do not count toward the games you must sit out.* If a team has too many players suspended to meet the minimum player requirements for their next game, the team will be required to use their default. *In this circumstance*, a defaulted game will count towards their suspended game. Participants will then be notified of the suspension given and all decisions are final.

All infractions not listed under Player and Team Conduct, within the sport specific rules, or any other Intramural page are at the discretion of the Associate Director that oversees Intramurals for disciplinary action.

The Associate Director, as deemed necessary, will inform the Dean of Student Development, Director of Student Involvement and Leadership, Campus Security, Dean of the Law School (when applicable) and any other university officials of unsportsmanlike behaviors and/or inappropriate conduct.

### Suspensions

Any participant receiving an ejection and is playing in both a gender and coed league will serve the suspension in the order in which the games follow. \*This depends on the behavior demonstrated and severity, he/she may be suspended from all teams/sports at the discretion of the IM Staff. Forfeited games do not count toward the games you must sit out.

- Any participant and/or spectator leaving the bench/sideline during an altercation will be suspended for the remainder of the season (unless to help get players out of harm's way).
- 2 ejections in one sport will result in being removed from that Intramural sport for the remainder of the season.
- 2 ejections in two sports in one academic year will result in being removed from all Intramural sports for the remainder of the academic year.
- 4 ejections from four sports/seasons combined while attending GU will result in being removed from all Intramural sports/events indefinitely.
- Any participant receiving an ejection where there are not enough games remaining in the regular season/playoffs for that sport to serve the suspension, will carry over and be served in the next sport that participant registers for.
- Fighting or throwing a punch (connecting or not connecting will result in being removed from all Intramural sports for a minimum of one calendar year from the date of the incident).

An appeal/protest will not be accepted in situations of official's judgment; this includes all yellow/red cards, technical/intentional/flagrant fouls, unsportsmanlike conduct penalties, ejections, and/or verbal warnings for behavior.

## **ALCOHOL POLICY**

University regulations do not permit the possession or consumption of alcoholic beverages in common areas. Intramurals reserves the right to confiscate, retain and dispose of/destroy any and all alcohol related paraphernalia regardless of value or ownership. Drinking/intoxication at, or prior to, any Intramural event/location is not acceptable and will not be taken as an excuse for inappropriate behavior. Intoxication which is dangerous or disruptive, regardless of where the alcohol was consumed or the age of the individual, is prohibited. At any time, Intramurals may remove any individual from an event/location that has alcohol, they believe is intoxicated, has been drinking, smells of alcohol, may possibly harm themselves or others, any individual that is displaying inappropriate behavior, disruptive and/or out of control behavior. Security will be contacted in events pertaining to any or all of the above and the Spokane Police Department if necessary.

The illegal use of drugs at Gonzaga University is not tolerated. The unlawful manufacturing, possessing, having under control, selling, transmitting, using, or being party thereto of any dangerous drugs, controlled substance, or drug paraphernalia on University premises or at University sponsored activities, including any and all Intramural events/locations, is prohibited. Any individual involved or suspected of being involved of any of the following will be removed, Security will be contacted and the Spokane Police Department if necessary.

### **Bystander Conduct**

Students are expected to refrain from being in the presence of others who are violating University policies and rules. Students will be held accountable for their actions even if they are not participating in prohibited conduct. This includes but is not limited to: students who are in the presence of others using alcohol or drugs in violation of University/Intramural policy, even if they are not using alcohol or drugs themselves.

***Drugs and tobacco products will be treated under the guidelines of the Alcohol Policy.***

## **HARASSMENT AND BIAS POLICY**

Gonzaga recognizes the inherent dignity of all individuals and promotes respect for all people in its activities and programs and in the relationships it shares with students, faculty and staff. The University expects all community members to promote dignity and respect in their daily interactions with each other. Intramurals reserves the right to remove any individual in question of violating the harassment and bias policy before, during, or after any intramural sport/event.

Consistent with its Statement on Non-Discrimination and its Mission Statement and values, the University is committed to providing a positive learning and working environment and therefore will not tolerate any form of harassment or bias based on race, sex, gender, religion, national origin, ethnicity, age, sexual orientation, disability or any other harassment or bias prohibited by federal or state laws. This includes, but is not limited to, slurs, comments, rumors, jokes, innuendoes, unwelcome compliments or touching, pranks, and other verbal or physical conduct.

Any individual involved or suspected of being involved in any of the previously mentioned will be removed from the premises, Campus Security will be contacted and Student Development will be made aware of the incident.

### **Behavior which is Disruptive**

In its broadest and most generic sense, the term disruptive applies to behavior that persistently or grossly interferes with academic, residential and administrative activities on campus. This policy covers acts and attempted acts, regardless of whether the act or attempt was deliberate and whether the potential outcome was intended. Extreme forms of disruptive behavior may threaten the physical safety of students, staff and visitors.

Examples include, but are not limited to:

- 1) Physical abuse, assault and battery
- 2) Verbal abuse
- 3) Threatening behavior and actions
- 4) Intimidation and stalking
- 5) Harassment (including sexual, racial, ethnic and other harassment as outlined in the Harassment section of the student handbook)
- 6) Any action that might lead to serious physical harm is considered Endangering Behavior.

Examples of #6 include, but are not limited to:

- 1) Throwing, dropping or suspending objects from windows, balconies or roofs
- 2) Operating vehicles in an unsafe manner
- 3) Tampering with fire protection equipment
- 4) Possessing, displaying or using weapons

### **SPORTSMANSHIP POLICY**

Intramurals, while in a competitive setting, are primarily for recreational purposes. It is a privilege to have the opportunity to participate, not a right. In conjunction with the Mission Statement of Gonzaga University, Intramurals intends to provide participants with a positive and social atmosphere for competition. Fighting, taunting and/or showing disrespect toward a peer or administrator will not be tolerated and are subject to suspension. Having fun, while competing, is an important aspect of Intramurals at Gonzaga University for all participants: students, faculty and staff. If participants continuously act in a manner that creates a hostile environment for the Intramural staff or other participants, that participant will be removed from all activity.

Intramural policy prohibits the use of obscene or derogatory team names. Team names will be changed by the Intramural staff if deemed inappropriate. See Team Name Policy.

### **PROCEDURE OF THE SPORTSMANSHIP RATING SYSTEM**

After each game, the officials and supervisor will award a Sportsmanship Rating to each team. The captain must sign the score sheet after the game to ensure the scores are correct and that the team is aware of their sportsmanship rating. The teams will be rated in whole numbers on a scale of 0-3 and must maintain a 2.5 and above average to qualify for playoffs. The 2.5 and above average must also be maintained throughout playoffs. Any team receiving below a 2.5 throughout playoffs will forfeit their game immediately and the opposing team will advance (given they have maintained a 2.5 and above average).

### **Rating System Scale**

#### **(3) Three: Average Sportsmanship and Conduct** (“*Normal game*”; teams begin at this level)

Couple complaints-questioning some calls/Cooperate with Staff/Reasonable and Rational Conversations/Captain exhibits control over team/Respect is Shown, team or individual warning given-no infractions/Defaulted game

#### **(2) Two: Fair Sportsmanship and Conduct** (Infraction given – two if not severe)

Not cooperative with staff-captain exhibited little to no control over team/Repeated complaints-questioning of calls/Unsportsmanlike conduct penalty in SB, VB, FFB, DB, PB, Bad/Yellow card in Soc/Technical or Intentional Foul in BB/Captain’s called-Sportsmanship talk given during game to individual or team(s) after *One* warning given/Forfeited game

#### **(1) One: Poor Sportsmanship and Conduct** (Multiple Infractions, ejections, misuse of GU ID, alcohol issue resolved before game starts; such players removed)

Captain is unresponsive and uncooperative with staff/Continued complaining-questioning calls after sportsmanship warning and/or penalties given/Flagrant foul in BB/Physical contact in an aggressive or threatening manner (ex: pushing, kicking, head butting, excessively swinging elbows) are considered actions for immediate ejection/Ejection(s)/Intimidation, taunting, threatening staff or participants/Improper use of GU ID card-using another student’s ID card to participate

#### **(0) Zero: Unacceptable Sportsmanship and Conduct** (Alcohol incident after game starts, fighting)

Team has no regard for opponents, staff, or authority/Conduct is unacceptable of all IM and University expectations, ethos principles and policies/Alcohol-drug-harassment-bias violations/Fighting-an attempt to fight whether contact was made or not/Bench clearings

\*All players on a team receiving a zero may be subject to probation or suspension INDEFINITELY. *There is zero tolerance on fighting or alcohol, drug, harassment, or bias violations.*

### **ROSTER CHANGES**

Players may be added or dropped any time during the regular season per the add player join dates listed on IM Leagues. No paperwork needs to be filled out, all the information can be completed online using IM Leagues. Teams may only add players until they have filled all roster spots. Once a player is dropped from a team, they may be added to another team as long as eligibility rules are being followed or re-added to the team they were just dropped from prior to the deadline (contact Associate Director). Please note: Changes cannot always be made immediately so we appreciate your patience and understanding.

### **INTRAMURAL OFFICE**

The Intramural Office is located on the west side, lower level of the Rudolf Fitness Center next to the small fitness studio.

Intramural questions? Contact 509-313-3977

### **REGISTRATION**

Registration will be done using IM Leagues. Follow the steps below to create your individual account (required) and complete the registration process:

1) Every participant is required to create an individual account prior to joining or creating a team (only required once while at GU). Create your individual account using your Gonzaga email address on IM Leagues at [www.imleagues.com/Gonzaga/Registration](http://www.imleagues.com/Gonzaga/Registration).

2) Every participant is required to complete a "Statement of Responsibility, Assumption of Risk, and Release of Liability for Participation-Rudolf Fitness Center" document prior to participation (only needs to be completed one time in GU career)

3) Individual payment is required per semester or annual membership using CashNet through IM Leagues. The registration process cannot be completed without each participant submitting individual payment. (*Each participant must go to their HOME page, click on MY PAYMENTS under his/her name, click on MY PAYPACKAGES, and then select the payment option.*)

4) As a captain, you must register and pay your individual payment first and then you will be required to take and pass a Captain's Quiz before your team has officially completed the registration process. When prompted, please complete your TIME PREFERENCES of when your team is available. Please do not mark an entire day as unavailable! After the above steps have been completed, please send invitations for add players and/or accept requests to join your team to meet the minimum requirement of players BEFORE the registration deadline.

*\*\*The above 4 steps must all be completed during the registration period for each sport.*

### **CAPTAIN'S QUIZ**

Each sport requires the captain to take and pass a Captain's Quiz which covers rules, policies and procedures and general information for the IM program and sport you have registered your team for. This test can be found on IM Leagues. All rules can be found in the Handbooks and Manuals section of IM Leagues for reference.

### **REGULAR SEASON AND TOURNAMENT/PLAYOFF SCHEDULING**

Regular season and playoff scheduling is created off of your time preferences listed at registration on IM Leagues. Each sport has a specific number of times per week that can be crossed off that your team cannot play. Days and times are restricted due to limited field and court space, club practices and games, Physical Education classes and open recreational opportunities. Regular season format will be pool play format. Playoff scheduling will also be created off of your time preferences listed on IM Leagues. To qualify for playoffs in a **3-4 week season** you cannot forfeit any regular season games and maintain a 2.5 and above sportsmanship average. A team will not be penalized for using their ONE team default during regular season play. Teams will be placed in the bracket along teams similar in skill/ability as best as possible. Players/teams attempting to "SAND-BAG" will be moved up to the next appropriate league for playoffs at the discretion of the IM Staff. **Single elimination tournaments** will have teams randomly seeded and will not have the opportunity to forfeit/default any games in order to advance.

### **FORFEITS AND DEFAULTS**

#### **Forfeits**

A team forfeits when the entire team is a no-show or the team does not have the correct number of players to start the game, *on time*. When a team forfeits for any reason, that team will receive no higher than a (2) two for sportsmanship. The game will not be rescheduled. The winning team will receive a (3) three for sportsmanship. If a team falls below the minimum number of players due to an injury, that team will receive the sportsmanship rating they would have received as if the game was over. If you have already used your team's one default for

the season, and you know your team is not going to show up, we would still appreciate you contacting us in advance so we can notify the opposing team. Please use IM Leagues to do so.

3-4 week regular season: Teams who forfeit one (1+) games will **NOT** be eligible for playoffs

### **Defaults**

**One default is given per team, per regular season play; two or more defaults will count as a forfeit(s).** Defaults not submitted by the deadline will be counted as forfeits.

A team defaults when the Captain requests to cancel the game using IM Leagues. **All Default requests must be received at least three (3) hours in advance of the scheduled game time** to give plenty of time to notify the opposing team and staff. If a request is received within less than three (3) hours before the scheduled game time, the game will be recorded as a forfeit.

The opposing team will be receiving the win and do not need to show up. The game will not be rescheduled. When a team defaults, both teams will receive a (3) three for sportsmanship.

### **GAME PROTESTS**

Intramural contests should be won or lost on the field of play. Matters involving an official's judgment are not a basis for protest. To protest, the player/team must stop the game and announce he/she is making an official protest to the IM Staff and that must be acknowledged verbally by the IM Staff.

Protests can only be made when concerning player eligibility and/or misinterpretation of a rule by the official, which directly affects the outcome of the game. Protests must be emailed to the Associate Director (Shelly Radtke at [radtke@gonzaga.edu](mailto:radtke@gonzaga.edu)) no later than 5pm the following day. Appeals filed after the deadline will not be heard.

Protests *must* include:

- Captain's name
- Team name
- Sport/league
- Date/time of game
- What you are protesting
- Why you are protesting

Due to time constraints, protests during the playoffs will be decided by the Intramural Supervisor and/or RFC Director on-duty. All decisions are final.

### **CANCELLATIONS, RESCHEDULING, LIGHTENING AND GAME DELAY POLICIES**

The captain of each team will be notified if games are cancelled prior to the start of each day, when possible. Depending upon the weather, games may also be cancelled on-site.

Games are very rarely rescheduled due to limited time and space restrictions. We may try to reschedule games for weather cancellations or school associated events that arise after the schedules have already been posted, but those will be taken on a case-by-case basis, there are no guarantees.

When lightening is seen, an *automatic 30-minute delay will be put into place*. If any lightening is not seen within the 30 minutes, games will resume where they left off. If any lightening is seen



within the 30 minutes, the 30 minutes will automatically restart. Games affected by lightening or other weather conditions may or may not be rescheduled depending upon field/court time and space and what sport is taking place.

Games delayed or not completed due to weather may or may not be rescheduled as listed above. The Associate Director will review all scoresheets for such games and make a decision on a case-by-case basis to be most fair to all teams involved. Games are typically marked as a "tie".

### **INJURIES AND CONCUSSION POLICY**

*Injuries:* All injuries will be documented (except a minimal injury only requiring a band aid) and a request for ice requires an Incident Report to be completed. We take all injuries very seriously and will do our best to be quick in our response time and awareness, but will not hesitate to contact EMS when incidents are outside of our scope of knowledge and more severe. Safety is our primary concern regarding all Intramural participants.

*Concussion Policy:* Any participant suspected, by an RFC/IM staff member, of sustaining a concussion or head injury during an IM sport or event will be removed immediately from competition. A participant who has been removed from play may not return to play until the participant is evaluated by a licensed health care provider trained in the evaluation and management of concussions and receives written clearance on a doctor's prescription pad to return to play from that health care provider. This documentation must be returned to the Associate Director that oversees Intramurals.