

# CHADRON STATE COLLEGE INTRAMURAL SPORTS



**PARTICIPANT'S HANDBOOK**  
*Fall 2017 – Spring 2018 Academic Year*

# **Chadron State College Intramural Sports Contact Information**

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### **How to Sign Up for an Intramural Sports Event**

1. Look for information about upcoming events, deadlines, and meetings on our website at <http://www.csc.edu/hper/intramurals/index.csc>. You can also find information in the Nelson Physical Activity Center.
2. Consult the CSC Intramural Sports Handbook for information on eligibility, deadlines, rules and any other guidelines needed to enter and participate in an event.
3. The registration form can be completed at the NPAC front desk or accessed online at <http://www.csc.edu/hper/intramurals/index.csc> and submitted to [intramurals@csc.edu](mailto:intramurals@csc.edu). This form needs to be turned in by the Captain Meeting for the team to be allowed to participate.
4. Attend or have a representative attend the **MANDATORY** Captain Meeting for the league. All Captain Meetings will be held in the Nelson Physical Activity Center with the room TBD. **IF A REPRESENTATIVE DOES NOT ATTEND THE CAPTAIN MEETING, INDIVIDUALS OR TEAMS WILL NOT BE PERMITTED TO PARTICIPATE IN THE EVENT.**

### **Free Agents**

What if you do not have a team to play with, but you still want to play? You can be a “Free Agent.” Free Agents are individuals that are not members of a team, but would like to join one. Free agents can register on [imleagues.com](http://imleagues.com). Team captains have the ability to browse the free agent list and pick up any players as needed. If there are enough players, a “Free Agent” team may be organized and entered into a league. It is in your best interest as a “Free Agent” to attend all Captain Meetings. These meetings are a great opportunity to meet teams and look for players.

### **Health & Liability**

1. It is recommended that all intramural sports participants have a physical examination before participating in any CSC Intramural Sports event.
2. The CSC Intramural Sports, Nelson Physical Activity Center, and all employees of both do not assume any responsibility for injuries or medical expenses sustained by individuals participating in any Intramural Sports event.
3. In case of injury or accident, participants should report pertinent information to an Intramural Sports employee; then seek further medical attention at the CSC Health Services Office in Crites 009 or at a local hospital if needed. Any participant that suffers a head injury will have to get a release from a doctor before they can continue to participate in any intramural activities.
4. All participants are responsible for securing their own health insurance.

### **CSC ID/NPAC Access Card**

All Intramural Sports participants **MUST** have a current and valid CSC EagleCard. Proper identification must be presented at all games. If your CSC EagleCard is not legible, or the picture is not clear, you will not be permitted to participate. If you do not have a legible CSC EagleCard, you will not be allowed to participate until you obtain the proper identification.

If you use an improper identification card, an assumed name, or misrepresent yourself or someone else in any form or fashion, you will be suspended from all CSC Intramural Sports events for one-year beginning after you have met with the NPAC Manager. **Captains of teams that have used an ineligible player(s) will also be subject to disciplinary actions. (See Captain Rules)**

### **Intramural Sports Eligibility**

**Full-Time Students:** All full-time undergraduate students (twelve credit hours) and graduate students (nine credit hours) are eligible to participate in all CSC Intramural Sports events.

**Part-Time Students:** All part-time undergraduate and graduate students are permitted to participate as long as they have paid the correct student activity fees associated with the Nelson Physical Activity Center. The student must have a CSC EagleCard to be permitted to participate.

**Full & Part-Time Faculty/Staff:** All full and part-time faculty/staff are eligible to participate in all CSC Intramural Sports events. Spouses of faculty/staff members are also allowed to participate once they have their CSC EagleCard if they do not already have one.

**Alumni:** Alumni are allowed to participate in any CSC Intramural Events seeing as they have followed the Nelson Physical Activity Center Membership guidelines.

**Professional Athletes:** All current and former professional athletes are **INELIGIBLE** to participate in the sports or related sports that they played professionally. An individual loses his or her amateur status and shall not be eligible for participation in intramural competition in a particular sport if the individual used his or her athletics skills (directly or indirectly) for pay/compensation in any form in that particular sport. Students that are allowed to tryout with a professional team/organization, remain eligible provided that they do not take part in any outside competition (games or scrimmages) as a representative of that professional team/organization. A professional team in any sports organization that has “professional” included anywhere in the organizations title. This includes exhibition team/organizations such as; “The Bud Light Dare Devils”, “The End 1 Tour”, “The Harlem Globetrotters” etc. Forms of payment include, but are not limited to: All monetary forms of compensation, personalized merchandise, housing accommodations, etc. Participants violating this rule may be subject to disciplinary actions. Captains of teams that use ineligible players may be subject to disciplinary sanctions as well.

**College Athletes:** All current college athletes are ineligible to participate in that sport or a related sport/activity for the duration of that Intramural Sports league.

### **CSC Intramural Sports Policies & Procedures**

All policies and procedures have been established to provide the best possible conditions for the CSC recreation community. It is the responsibility of every intramural participant to be familiar with the various rules and regulations and to adhere to them. All participants are responsible for knowing and abiding by all Intramural Sports policies and procedures. Please ask an Intramural Sports representative if you do not understand any particular policy or procedure.

**Safety:** The CSC Intramural Sports department will use NIRSA, National Federation of State High School Sports Associations, and NCAA Rules as standards for play and safety, but reserves the right to modify rules and policies.

### **Team Captain's Responsibilities**

**Mandatory Meetings:** Captains are responsible for attending or **having a representative attend** all scheduled meetings and get rules and policies governing each sport/event.

**Registration:** Team captains are responsible for ensuring that all registration materials are completed by the deadlines.

**Injuries:** Captains should inform any Intramural Employee of any injuries that occurred during an intramural contest.

**Rules & Regulations:** Captains must be familiar with all rules & regulations, eligibility standards, deadlines, scheduling times, dates, sites, and opponents. **Captains are responsible for explaining rules to their respective teams and being sure that everyone has an understanding.** Ensure team members have proper ID. Please sign in teammates at least 15 minutes prior to game time.

**Conduct:** Captains are responsible for the conduct of his or her team's players and fans before, during, and after all Intramural Sports events. Promote positive sportsmanship. It is the responsibility of the team captain to actively promote sportsmanship within their team.

**Spokesperson:** Captains will act as the initial spokesperson for their team's interests.

**If they are ejected:** Can no longer be the Team Captain.

**Assumed Name & CSC EagleCard Misuse:** Suspension from intramural for that academic year and you must meet with the NPAC Manager.

*As team captain, we commend you on taking on a team role that has such a large responsibility. We would like to thank you in advance for taking on this role with a high degree of seriousness.*

#### **Mandatory Captain Meetings**

All participants (in singles & doubles events) and teams/organizations must have a representative in attendance at all scheduled Captain Meetings. If a representative is not in attendance at a scheduled meeting, they will not be permitted to participate in that event. There must be a representative for each participant (in singles & doubles events) and team/organization. Once the Captain Meeting has been completed, the schedule will be posted with **only the players/teams that were present at the meeting and that have signed the official sign-in sheet.** At the Captain Meeting, there will be explanations of rules, regulations, and scheduling along with a question and answer period. You may also alter your roster at this meeting. You may only **subtract or delete** players from your roster at this meeting for individual or dual events. You may not add any additional players to rosters for individual or dual events. **Captain Meeting times and dates will be posted in the NPAC as well as on imleagues.com. All meetings will take place in the NPAC.**

#### **Participants & Teams/Organizations Rules & Regulations**

**Participant:** Any person that is involved in the intramural program (including players, spectators/fans, coaches, organizations, teams, and staff) is considered a participant. It is the responsibility of all participants to know their own eligibility status at all times.

**Player:** Any participant who signs in to a game (**Officially receives a Number and/or their Name and ID# is on the score sheet**) is considered a player.

**Coaches:** All participants/coaches must be full or part-time students, faculty, staff, or NPAC members of Chadron State College and meet the eligibility requirements and have paid all applicable participation fees. Teams are relegated to a maximum of (2) **TWO** coaches per team per event.

**Participants with Children:** All children (16 years old and younger) that are accompanying a participant(s) must be supervised at all times.

**Playing on more than one team:** It is illegal to participate on more than one team in the same division. If a person plays on more than one team in the same sport (unless it is a men's team and a co-rec team, or a women's team and a co-rec team) that person will serve a minimum (1) **ONE** game suspension. Their team captain and/or intramural sports chairperson will also be subject to a suspension of at least (1) **ONE** game. **The participant will remain on the roster of their original team and the second team he or she played for will forfeit all games that they played in illegally.**

**Assumed Name/Misrepresentation:** Any player/participant that participates in the CSC Intramural Sports program, uses an illegal CSC EagleCard, refuses to furnish proper identification when a CSC Intramural Sports Staff member requests it, or misrepresents themselves in any other form or fashion will be suspended from the intramural program for a minimum of one semester after they have met with the appropriate CSC Intramural Sports professional staff member. **Captains of teams in violation could serve a possible minimum (1) ONE game suspension.**

**Cheating:** Any participant of team/organization found guilty of cheating will be disqualified and placed on probation with the possibility of being suspended from the CSC Intramural Sports program. The following actions are examples of, but not limited to cheating:

1. Participation under an assumed name or with an illegal EagleCard
2. Misrepresenting a score
3. Participating under suspension
4. Participating under the influence of Alcohol or Drugs
5. Violating any eligibility rules
6. **Knowingly participating as a former Professional and/or Collegiate Athlete.**

**Unsportsmanlike Behavior:** Any participant(s) behaving in an unsportsmanlike and/or disorderly manner will be subject to an immediate ejection from the event. They are participating in and suspended from any further participation until they have met with the CSC Intramural Sports Coordinator and/or Graduate Assistant and a ruling on their particular incident has been made.

Any participant that endangers the health and welfare of another participant, be it flagrant or not, may be immediately ejected from the event they are participating in and suspended from any further participation until they have met with the CSC Intramural Sports Coordinator and/or Graduate Assistant and a ruling on their particular incident has been made.

**Continuous Unsportsmanlike Behavior:** If a player/participant or organization/tea consistently displays reoccurring unsportsmanlike behavior i.e.; more than one game is forfeited due to unsportsmanlike behavior or if the one incident is deemed severely unsportsmanlike, they may be suspended for a semester, school year, (1) ONE calendar year, or have a life-time ban from CSC Intramural Sports depending on the circumstance. All incidents will be reviewed on a case-by-case basis. **Unsportsmanlike behavior will not be tolerated!**

#### **Ejection, Reinstatement, Probation, Suspension**

Any participant ejected from a contest/game may be placed on probation based on the discretion of the NPAC Manager. If the next semester is the summer semester, then the probationary period will carry over into the fall semester. If a participant(s) and/or team(s)/organizations(s) are involved in any other disciplinary circumstances in that semester and/or the preceding semester, they will be suspended for the remainder of the school year and possibly the next semester depending on the severity of the incident. If a participant(s) or team(s)/organization(s) is sanctioned, and it is considered "late" (60 days or less left in the semester) in the semester, their sanction(s) will carry over into the next semester. If the next semester is the summer semester, then their sanction will carry over into the succeeding fall semester. This rule also applies to playoff games or last regular season games. The sanction will crossover into another sport/event.

**Participant Ejection:** Any person/participant that is ejected from an intramural contest after they speak with the NPAC Manager is required to leave the field/court (entire intramural area) immediately or risk further disciplinary actions. The participant(s) will jeopardize his or her teams/organizations game status if they do not comply. That person will be given a maximum of **three** minutes to leave the area. If CSC Security has to be called due to the ejected player(s) not wanting to leave the premises and/or disrupting a game/contest, that participant(s) will be subject to a one year suspension from all intramural events beginning

after they have met with the NPAC Manager and/or Intramural Sports Student Worker and a ruling has been determined regarding the incident. The participant's team will forfeit the game in which the incident occurred.

**Reinstatement:** Any participant(s) ejected from an intramural contest will be ineligible for any future competition until they meet with the NPAC Manager and/or Intramural Sports Student Worker. The CSC Intramural Sports professional staff will make a ruling on the length of the suspension. The suspension will not begin until after the suspended person has satisfied all reinstatement criteria.

**Suspension:** Player(s) ejected from an intramural contest will be suspended from all intramural activities for a **MANDATORY minimum** of (1) one game. Any player suspended from an intramural contest will also have to complete all reinstatement procedures. All participants/players and teams/organizations that are ejected from a game/contest will serve a minimum (1) one game suspension and probation for the remainder of the school year. More games may be given if the CSC Intramural Sports professional staff deems it appropriate. All suspension will be followed by a probation period for participants (see Probation section). Each incident will be reviewed on a case-by-case basis.

**Life Time Ban (Intramural Officials):** Any participant(s) that is involved in any type of inappropriate physical contact, gestures, spitting, verbal attacks, or other combative actions directed towards a CSC Intramural Sports staff member will be suspended from all intramural programs for the remainder of their academic and/or professional career at Chadron State College. Further disciplinary actions may be pursued if warranted. Any abusive remarks or threatening language directed toward an intramural staff member that is considered unsportsmanlike will place that person or people on automatic probation for a one year time period and/or suspend them from all intramural activities permanently. Each case will be reviewed on an individual basis.

**Life Time Ban (Fighting):** Any and all types of illegal physical contact, gestures, spitting, verbal attacks or other combative actions involving spectators, players, coaches, captains, teammates, and/or intramural staff members will suspend that participant(s) from all intramural events for the rest of his or her academic or professional career at Chadron State College. Depending on the severity of the incident, further disciplinary action may be warranted. Any and all types of violence will not be tolerated. "She/He hit me first," or "I was defending myself" are not acceptable excuses for fighting.

**Teams Leaving the Bench/Sideline Area:** Any team/organization or player that leaves the bench/sideline area during an intramural contest to engage in an altercation for any reason will be suspended for a **MANDATORY minimum** of one game. Leaving the bench area may also cause the team(s) to forfeit the contest, be put on probation, and possibly become suspended for the remainder of the semester, (depending on the nature of the incident). Furthermore, they must complete all reinstatement policies & procedures. The "Late in the Semester Rule" applies.

#### **Ejected Participant, Organization/Team Reinstatement Criteria:**

1. All ejected participant(s); team/organizations must meet or attempt to meet with the NPAC Manager and/or Intramural Sports Student Worker within 48 hours/two business days (Monday-Friday 9:00AM-4:30PM) of the incident. No individual will be reinstated before they have met with the appropriate CSC Intramural Sports professional staff member. **A meeting must be SCHEDULED by phone, e-mail, or visit. NO walk-in meetings are allowed.**
2. Two ejections during the school year will subject the player/participant or team/organization to at least an eight week suspension from any further participation. All eight weeks must fall during a time that CSC Intramural Sports are active.
3. Once a participant has been ejected, they are no longer permitted to be a team captain, coach, or act as team/organization spokesperson.

**Equipment Damage:** Any damages to equipment, fields, and/or any other facility/building(s) that have not occurred within the framework of the intramural event will be charged to the offending participant(s). He or she will be financially responsible for any and all deliberate or negligent destruction to the building, fields or equipment. Individuals who do not pay for the damaged equipment may have a departmental and/or administrative hold placed upon their student accounts.

**Spectators:** The role of spectators/fans is to provide support and encouragement that is beneficial to all participants. Spectators must remain in their designed area and may not enter the playing areas. Any one violating these guidelines will be asked to leave the facilities and will be assessed additional penalties if necessary. Spectators should refrain from making negative and belittling comments and are subject to all participants' rules and obligations.

**“Fair Play” Rule:** The NPAC Manager and/or Intramural Sports Student Worker reserves the right to put into effect any new ruling pertaining to Intramural Sports and unsportsmanlike behavior, fair play, and the safety of all participants.

**Roster Additions:** In leagues events, teams may make roster additions & subtractions to their rosters before games during the regular season. In all other events, additions must be made before a team's first played game begins. A team/organization may not change more than 25% of their original roster. This includes switching players from one team to another. Once the playoffs or tournament begins, then the roster will be frozen and no additions or subtractions will be allowed.

**Roster Maximums & Minimums:** Roster size maximums and minimums will be given for every event/sport. Please check with CSC Intramural Sports professional staff for guidelines and questions about roster limitations.

### **Unsportsmanlike Conduct Penalties**

#### **Team Sanctions**

- **Three** Unsportsmanlike Conduct Penalties assessed to a team in a contest = **Game forfeiture & a possible (1) game team suspension**
- After the **Fourth** Unsportsmanlike Conduct Penalty assessed to a team during the duration of an event= **Minimum (1) game team suspension.**
- After the **Fifth** Unsportsmanlike Conduct Penalty assessed to a Team during the duration of an event= **Suspended from league or tournament**

### **Individual Sportsmanship Rules**

(This applies to Unsportsmanlike Conduct Penalties and Technical Fouls)

1<sup>st</sup> and 2<sup>nd</sup> Offenses – **These will be the ONLY warnings to the players.**

3<sup>rd</sup> Offenses – **The intramural athlete will miss AT LEAST 1 GAME that his/her team is scheduled to compete in.** The intramural athlete will meet with the Intramural Sports Student Worker and/or the NPAC Manager about the offense(s) and what CSC Intramural Sports expects of their athletes. The meeting must be setup by the athlete. (This meeting must be during regular business hours)

4<sup>th</sup> Offenses – **The intramural athlete will be prohibited from participating in any more contests for the duration of the league or tournament.**

**All ejected players/participants and teams/organizations will not be eligible to participate again until after serving disciplinary actions given by the intramural staff. Suspensions given out by the NPAC Manager and/or Intramural Sports Student Worker do not begin until AFTER the ejected participant meets with them.**

**Post Season Playoffs:** All teams that have records that make them eligible for the post-season playoffs must also have a **3.0** overall sportsmanship rating.



**Tie Breaker Procedures:** In the case of a tie situation regarding playoffs etc., the following procedures will be used to determine which team(s) advances: \* NIRSA Championship Tiebreakers will be used for all (State, Regional and Special Events Tournaments).\* The CSC Intramural Sports Department reserves the right to have a playoff game to break any ties if possible.

1. Sportsmanship Rating
2. Number of Forfeits or Defaults
3. Head-to-Head Competition
4. Points Differential for and against +/-
5. Divisional Placement
6. Points Allowed
7. Drawing/Coin Toss

**Schedules:** All scheduling will be done on imleagues.com. There will be schedules available for participants at the NPAC as well. Please note what day and time you play and remember that **GAME TIME IS FORFEIT TIME.**

**Equipment:** The CSC Intramural Sports Program will supply some equipment. The specific equipment will be reviewed during the Captains Meeting before that specific contest. You must wear athletic clothing: Examples of illegal equipment/uniform include jeans, boots, metal cleats, and any other items deemed unsafe for athletic participation. Jewelry is not permitted to be worn while playing, unless it is a medical alert item. Participants are not permitted to cover jewelry with other legal uniform items in order to play.

**Uniforms:** Teams are permitted to wear their own uniforms, provided that they are deemed legal and safe based on the guidelines of that activity/sport. Uniforms cannot display any profanity or logos that would be considered vulgar, offensive, in poor taste, or violate any CSC policies. Pinned numbers are not permitted.

Teams with the same or similar color uniforms will allow the considered “Home” team to wear their uniforms.

**Inclement Weather & Game Cancellation:** All game cancellations/postponements (Mon. – Fri.) will be made after 3pm. The captains will be notified via a text message and e-mail from imleagues.com if the games are cancelled.

**Lightening Rule:** Play will stop if it is deemed that lightening is too close to safely play. Play may not resume until at least 30 minutes after the last bolt of lightning has been detected.

**Travesty/Mockery Rule:** No participant(s) or team(s)/organization(s) shall be permitted to make a travesty/mockery of an intramural event/contest. Those participant(s) or team(s)/organization(s) that demonstrate actions considered to make a mockery (purposely shooting at the wrong basket, running football plays during a basketball game, purposely losing a game, etc.) of a game/event will be eliminated from further participation and placed on probation.

**Team Names & Sponsorship:** The CSC Intramural Sports Program reserves the right to change or alter any name that is deemed vulgar, offensive, or in poor taste.

**Completion of Entry Forms:** All default cards, waivers, etc. should be printed/typed clearly, legibly, completely, and accurately. The CSC Intramural Sports staff reserves the right to refuse any incomplete, inaccurate, or illegible forms. A completed entry form has the minimum amount of players to participate, participant’s full names and signatures, and Team Captain’s name and contact information.

**Alcohol & Drugs:** Alcohol and other illegal drug use are strictly prohibited at all CSC Intramural Sports activities. Anyone found to be using or under the influence of alcohol and/or other illegal drugs will be removed from the event/contest and all CSC Intramural Sports facilities. They will have to complete the CSC Intramural Sports Reinstatement program, be placed on probation, and be suspended a minimum of (1) one game. If further disciplinary actions are deemed necessary, the Director of Student Affairs will be notified.

### **Forfeits & Defaults**

**Forfeits:** A forfeit is the failure of a team to have the minimum number of players necessary for competition in that sport/event (as designated in the rules specifically for the event) present by the scheduled time in order to play. In doubles sports/events team members must be present by the designated time in order to play. Forfeits will also be assessed for the following: use of an illegal/ineligible player(s) and unsportsmanlike behavior.

**Defaults:** Team(s)/organization(s) are allowed one default per event. A default is used when a team(s)/organization(s) are unable to field a team that is scheduled to play a game. A defaulted game will not count as a forfeit. It will count as a loss in the standings. For example: if a team is two players short of the minimum required to field a team in a particular sport, rather than forfeit the game they may choose to use their one (1) default. Only a Team Captain that is listed on the official team roster is eligible to sign a Default Card. **All Default Cards must be submitted to the CSC Intramural Sports office by 3PM on the day of the event.**

### **Protests**

**Game Protests:** Any game protests and other disagreements will be settled on the field/court by the captains and the Intramural Staff. Teams may protest rule interpretations. Protesting the judgment of an Official will not be overturned. All Decisions are final.

**Eligibility Protests:** A team captain may submit a protest regarding a player's eligibility. All protests must be completed at the event, at the time of the protest. Captains must consult with supervisor on duty to fill out the protest form. All protests forms will be reviewed by the Intramural Sports Office the next business day and make a ruling.

### **Sportsmanship Rating** <sup>®</sup>

**A/4.0 – Excellent Rating:** Players cooperate fully with the officials and other team members. The captain calmly converses with the officials about rule interpretations and calls. The captain also has full control of his/her teammates. Team that win by forfeit will receive a “4”.

**B/3.0 – Above Average Rating:** Team members verbally complain about some decisions made by the officials and/or show minor dissension, which may or may not merit a yellow card (soccer, volleyball, and softball), unsportsmanlike flag (flag football), and technical foul (basketball). Teams that receive 1 yellow card, unsportsmanlike flag, or technical foul will receive no higher than a “3” rating.

**C/2.0 – Average Rating:** Team shows verbal dissent towards officials and/or the opposing team, which may or may not merit a yellow card, unsportsmanlike flag, or technical foul. Captain exhibits minor control over his/her teammates, but is in control of him/herself. Teams receiving multiple yellow cards, unsportsmanlike flags or technical fouls will receive no higher than a “2” rating. *In flag football a team may be assessed a 2 for excessive penalties and unruly behavior as deemed by the officials and head official.*

**D/1.0 – Below Average Rating:** Teams constantly comment to the officials and/or the opposing team from the field and/or sidelines. The team captain exhibits little or no control over teammates and/or him/herself. A team which receives a red card, and ejection can receive no higher than a “1” rating.

**F/0.0 – Poor Rating:** Team is completely uncooperative. Captain has no control over teammates and/or him/herself. Any team causing a game to be forfeited, other than by not showing up or receives multiple ejections shall receive a “0” rating.

\*\*If a team forfeits, they will automatically receive a “2” rating and the team the forfeited team was scheduled to play will receive the win and a “4” rating.\*\*

**Playoffs:** Teams must have a 3.0 average for sportsmanship to be eligible for that league or events playoffs.

