



Intramural Sports

Participation / Captain's Manual

Work Hard.....Play Harder!

2008 - 2009



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CONTACTS

| | |
|---|----------|
| Campus Recreation Guest Services Desk | 308-3325 |
| Coordinator of Intramurals & Sport Clubs (Chris Stepan) | 308-3923 |
| Director of Campus Recreation & Sport Facilities (Ron Seibring) | 308-5276 |

Website <http://www.stcloudstate.edu/campusrec/intramurals>

Office Location Halenbeck Hall 102E

Comments & Concerns castepan@stcloudstate.edu

INTRAMURAL STAFF

| | |
|--|-----------------|
| Coordinator of Intramurals & Sport Clubs | Chris Stepan |
| Intramural Graduate Assistant | Danielle Ohs |
| Intramural Program Assistants | Scott Troisdahl |
| | Kyle Pemrick |
| | Peter Tomala |
| | Brad Nelson |
| | Abbi Johnson |
| | Dan Popehn |
| | Nate Gasner |
| | Jared Lewison |
| | Mark Schoppe |
| Intramural Office Assistant | Alyssa Uotinen |

FACILITIES

Halenbeck Hall Gymnasium
 Halenbeck Hall Fieldhouse
 Husky Field/Stadium
 National Hockey Center
 Student Recreation Center
 Eastman Hall Gymnasium
 Selke Fields
 Talahi Softball Fields
 Whitney Recreation Center



TEAM SPORTS OFFERED

Block 1 (Registrations Due: Tuesday, September 2nd at 4pm)

Flag Football (Men's, Women's & Co-Rec)
 Outdoor Soccer (Co-Rec)
 6's Volleyball (Co-Rec)
 3 on 3 Basketball (Men's & Women's)
 Broomball (Open)

Block 2 (Registrations Due: Tuesday, October 21st at 4pm)

Floor Hockey (Open)
 Basketball (Men's, Women's & Co-Rec)
 6's Volleyball (Men's & Women's)
 Hockey (Open)
 Dodgeball (Men's & Women's)

Block 3 (Registrations Due: Tuesday, January 20th at 4pm)

Basketball (Men's, Women's & Co-Rec)
 Kickball (Open)
 4's Volleyball (Men's & Women's)
 Boot Hockey (Open)
 Indoor Soccer (Men's, Women's & Co-Rec)

Block 4 (Registrations Due: Tuesday, March 17th at 4pm)

4's Volleyball (Co-Rec)
 Hockey (Open)
 Dodgeball (Open)
 Floor Hockey (Open)
 5 on 5 Indoor Flag Football (Men's, Women's & Co-Rec)

Block 5 (Registrations Due: Tuesday, March 31st at 4pm)

Softball (Men's, Women's & Co-Rec)

Key:

Men's = Only Males Allowed

Women's = Only Females Allowed

Open = Any Mix Of Males And Females Is Allowed

Co-Rec = Refer To Specific Sport Rules For Number of Males and Females Allowed



SPECIAL EVENTS OFFERED

Fall Special Events

Sand Volleyball (C)
 Flag Football (M/W/C)
 Frisbee Golf (O)
 Tennis Singles (M/W)
 Cribbage (O)
 1 on 1 Basketball (M/W)
 Wrestling
 Racquetball Singles (M/W)
 Badminton Singles & Doubles (O)
 Boot Hockey (O)
 Madden (O)

Entries Due

Sat. Aug. 30
 Sat. Sept. 6
 Sat. Sept. 13
 Tues. Sept. 23
 Sat. Sept. 27
 Sat. Oct. 4
 Mon. Oct. 13
 Fri. Oct. 17
 Fri. Nov. 7
 Thur. Nov. 13
 Thur. Dec. 4

Play Begins

Sat. Aug. 30 1 pm
 Sat. Sept. 6 1 pm
 Sat. Sept. 13 1 pm
 Tue. Sept. 23 4 pm
 Sat. Sept. 27 1 pm
 Sat. Oct. 4 1 pm
 Wed. Oct. 15 7 pm
 Fri. Oct. 17 7 pm
 Fri. Nov. 7 7 pm
 Sat. Nov. 15 1 pm
 Sat. Dec. 6 1 pm

Spring Special Events

Badminton Singles & Doubles (O)
 Halo 3 (O)
 International Olympics (O)
 Basketball Slam Jam (O)
 Cribbage (O)
 Wrestling (O)
 Racquetball Doubles (M/W/C)
 Whiffleball (C)
 Homerun Derby (O)
 Sand Volleyball (C)
 Tennis Doubles (M/W/C)
 Softball Tourney (M/W/C)

Entries Due

Fri. Jan. 23
 Sat. Jan. 24
 Fri. Feb. 20
 Tue. Mar. 3
 Sat. Mar. 21
 Mon. Mar. 23
 Fri. Mar. 27
 Sat. Apr. 4
 Tue. Apr. 21
 Sat. Apr. 25
 Tue. Apr. 28
 Thurs. Apr. 30

Play Begins

Fri. Jan. 23 7 pm
 Sat. Jan. 24 1 pm
 Fri. Feb. 20 7 pm
 Tue. Mar. 3 8 pm
 Sat. Mar. 21 1 pm
 Wed. Mar. 25 7 pm
 Fri. Mar. 27 7 pm
 Sat. Apr. 4 1 pm
 Tue. Apr. 21 4 pm
 Sat. Apr. 25 1 pm
 Tue. Apr. 28 4 pm
 Sat. May 2 10 am

HOW TO REGISTER YOUR TEAM

St. Cloud State students, staff and faculty, along with St. Cloud Technical College students, staff and faculty, are eligible to participate in the Intramural Sports Program on campus. Intramural Sports are limited to a specific number of team entries. Leagues will be filled on a first come first serve basis. In order for your team to register for Intramural Sports, you must completely fill out an entry form for the sport you are intending to register for and turn it into the Intramural Office prior to the registration deadline. In addition to your signup, a representative from our team **MUST** attend the informational captain's meeting.

The team representative must fill out a complete roster during the registration period. In order for your roster to be processed it must have the participant's full name, phone number and e-mail address. All teams must have a team name when the entry is submitted. (The Intramural Sports Program reserves the right to censor any team name).



PLAYING RULES

All national High School Federation and/or the National Intramural-Recreational Sports Association (NIRSA) rules will govern all sports except for softball, which will follow the Amateur Softball Association rules, and those Intramural rules which are specific to each sport. Copies of rules for each sport will be distributed at the informational meeting and are always available at the Intramural Sports Office or on our website. It is the responsibility of each individual participating in the Intramural Sports Program to know and respect the playing rules for each sport.

DUTIES OF THE CAPTAIN

Each team should appoint a team captain who will be responsible for all matters that concern the Intramural Sports Program. The individual selected is responsible for the eligibility rules of that sport, the playing rules and the administrative rules of the program. The team captain is responsible for entering the team for league play and filling out the entire roster, as well as keeping team members informed of the dates and times of all of their team's scheduled contests (including playoffs). The team captain is expected to cooperate fully with the game officials, scorekeepers, supervisors and office staff in regards to lineups, scores, protests, injuries, ejections, team conduct and any other issues that might arise throughout their participation in the program.

INFORMATIONAL MEETING

There must be a representative from each team present at the informational meeting pertaining to the sport in which your team has registered to participate in. If a team fails to have a representative present, they are subject to being dropped from the league. At the informational meeting, teams will select what league they would like to participate in. Rules, policies and procedures will be discussed at all informational meetings.



WHAT YOU NEED TO PARTICIPATE

All students, staff and faculty are required to present their St. Cloud State ID card to the Intramural Staff prior to the contest starting. St. Cloud Tech College students, staff and faculty must purchase a St. Cloud State user ID each semester to be allowed to participate in the Intramural program.

No ID, No Play!

ST. CLOUD TECHNICAL COLLEGE PARTICIPANTS

All St Cloud Technical College students, staff or faculty must purchase a St. Cloud State Community User ID card in order to participate in any Intramural Sports program at SCSU. This ID card is a 1-time fee of \$10 each semester. Cards can be purchased at the Guest Services Desk in the Student Recreation Center.

The only exception to this is in order to participate in Indoor Intramural Sports Programs in the Husky Dome (5-on-5 Flag Football, Indoor Soccer, Kickball) or the National Hockey Center (Hockey, Boot Hockey, Broomball) – all SCTC students must pay a \$20 Dome/NHC usage fee instead of the \$10 fee required for all other Intramurals.

TECHINCAL FOULS (Basketball Only)

The following situations may result in a technical foul:

- a. Illegal substitution; subbing without reporting into game.
- b. Swearing, delay of game, unsportsmanlike conduct, or challenging the officials.
 - Swearing: The use of profane language is not necessary and will not be permitted during Intramural Sports activities at St. Cloud State. Excessive profanity is unacceptable and will be penalized. A technical foul will also be assessed to any player that displays poor sportsmanship and/or uses loud, blatant swearing.
- c. Interference or verbal abuse from the team bench or crowd supporting that team.
- d. Illegal equipment (Jewelry/Pockets).

*Technical fouls are **not** limited to these situations alone.*

If a player receives 3 technical fouls in the season/league (including playoffs) that player will be **SUSPENDED FROM THE REMAINDER OF THAT SEASON/LEAGUE!** (Suspension is up to the discretion of the Intramural Coordinator)

If a team receives 3 technical fouls in the same game (including playoffs) that game will be automatically **FORFEITED!**



FORFEITS & DEFAULTS

An Intramural Sports team or individual participant not ready to play a contest within five (5) minutes of the scheduled contest will automatically forfeit that contest. In case of an unavoidable delay, the starting time may be extended at the discretion of the Coordinator of Intramurals. An Intramural Sports staff member will contact your team following your forfeit to alert team captains of reinstatement procedures. Teams have 24 hours from the time of the forfeit to pay a \$5 reinstatement fee to remain in the league. Teams choosing not to pay that fee will be removed from the schedule. Once an individual or team receives two forfeits, they are automatically dropped from the league.

If a team knows they will be unable to participate in a scheduled contest, team captains have the opportunity to call the Intramural Sports office (308-3923) PRIOR TO NOON on game day and default the contest. A default goes down as a loss on the team's record, but will not result in a forfeit or the team being required to pay a reinstatement fee. Two defaults equal a forfeit.

RESCHEDULED CONTESTS

In most cases, the Intramural Sports Office will make up rained out games for outdoor sports unless unavoidable circumstances arise.

The Intramural Sports Office will not accept individual requests from teams or individuals to reschedule contests. However, emergency cases will be considered on an individual basis. Requests for rescheduled games must be submitted to the Coordinator of Intramurals at least one day in advance of the time originally scheduled. If the request is approved, both teams will be notified as to the alternate playing date. If the request is not approved, the game will be played as originally scheduled.

CONFLICTS

Conflicts will be taken before leagues and playoffs begin. We will TRY to accommodate your conflict to the best of our ability. Your team MUST be ready to play at your assigned game time and date.



PLAYOFFS

At the completion of the regular season, a single elimination tournament for all teams in each division will be played to determine the champions for each sport. In order to be eligible for playoffs, each member on the roster **MUST** have played in at least one regular season game! Playoffs will be played on Sunday – Thursday. The tournament brackets will be posted on our website. Your team is responsible for knowing when you are scheduled to play. We will not be able to accommodate scheduling changes once the tournament has begun. Good luck!

AWARDS

Intramural Sports awards will be presented to all that win their tournament championships! Awards will be given to winners of individual events and team tournaments as well. Awards will be distributed to teams at the completion of all championship contests and will be based on award limitations, which have been predetermined for each event. All members of championship teams must have played in at least one game to receive an award.

JEWELRY

As a safety precaution for all participants, **NO JEWELRY** of any kind can be worn at any times! Taping, covering or concealing jewelry is not allowed. The only exception to this policy will be in the case that the jewelry is of religious nature. In this case, the item must be taped to your body and concealed.

LANGUAGE

Any use of profane language at any time before, during or after Intramural activities is prohibited. You will be penalized based on our policies per sport. If at any time your language is directed at an Intramural staff member, you will be ejected from your contest and will follow our ejection procedures.



LIABILITY AND INJURIES

Participation in the St. Cloud State Intramural Sports Program is completely voluntary. Each individual participating in the Intramural Sports Program assumes the risk for any harm or injuries incurred while participating. Therefore, it is strongly suggested that each individual has sufficient health insurance coverage either through the University or through their own personal insurance.

All injuries incurred while participating in the program should be reported immediately to the Intramural Sports Program Assistant on duty. An injury report will be completed for all injuries and will be kept on file.

EQUIPMENT

The Equipment Room provides most of the equipment for Intramural team/individual sports. Intramural equipment is available for check-out prior to the start of the first scheduled contest for each night the Equipment Room in the Halenbeck Fieldhouse. A current St. Cloud State ID card is needed to check-out all equipment by a team representative. If equipment is not returned, that individual's name will be given to the Business Office and you will be unable to register for classes until the individual has cleared his/her delinquent account with the Intramural Sports Office.

EMPLOYMENT OPPORTUNITIES

SCSU Campus Recreation is one of the largest employers on campus. We offer employment in a variety of positions including: Intramural Graduate Assistants, Intramural Program Assistants, Intramural Sports Officials, Intramural Office Assistants, Intramural ID Checkers, Intramural Jersey Checkers and other Event Staff. For information on joining the Intramural Sports team, please contact Chris at (320) 308-3923.



ELIGIBILITY

- Any full or part-time student or faculty/staff is eligible to participate in the Intramural Sports Program, provided that individual is enrolled during that semester at SCSU. The number of faculty or staff allowed on an Intramural team is unlimited. St. Cloud Tech College students, staff and/or faculty are also eligible to participate in our leagues. A participant is not eligible to compete in an Intramural sport unless all pertinent information is provided on the official roster form.
- Members of Varsity and Junior Varsity Teams: Members of varsity or junior varsity intercollegiate teams at SCSU are ineligible to participate in that same or similar sport during that sport season. (Similar sports include baseball to softball, football to flag football, and ice hockey to ice or floor hockey). In those Intramural sports which precede intercollegiate seasons for the same or similar sport and members of the varsity or junior varsity from the past academic year who have intercollegiate eligibility remaining will be ineligible from Intramural participation in that sport.
- Past Varsity Sports Athlete: Any student, faculty, or staff member who was a former member of an intercollegiate athletic team is ineligible to participate in the Intramural Sports Program the following semester (must sit out *One Full Semester*). There may be only two past varsity athletes allowed per roster. Any team consisting of a past varsity athlete MUST play in the highest division for that sport.
- Red Shirts: Any individual classified as a “red shirt”, or those working out/practicing with varsity teams shall be treated as varsity team members and will NOT be eligible to participate in that same or similar sport. However, any individual who gets cut from the varsity team is eligible to play Intramural Sports. However, if an individual quits, that individual will be considered as a past varsity sport athlete.
- Professionals: Any individual who is classified as a professional athlete under AAU rules shall NOT be eligible to participate in that same or similar sport in which they competed as a professional for a period of one year after their last professional season. (Only one past professional athlete allowed per roster).
- Members of Club Sports Teams: Members of club sports teams are eligible to participate in that same or similar sport providing **no more than two club members** participate on an Intramural team. A club sports member is any individual listed on the official club sports roster and practices and/or competes with that club sports team. In those Intramural sports that precede club sports seasons in the same or similar sport and club sports members from the past academic year will be subject to the two members per team restriction.
- Playing on Two Teams: NO player may participate as a member of two teams in the same sports season. (However, a player may compete on one men’s or women’s team and one coed team). Any player found playing on two teams will be ineligible for any further competition in that sport. If that player is found playing on two teams again in any sport for that block, that player will be suspended from participating in the Intramural Sports Program indefinitely.



SUSPENSION & RULES OF CONDUCT

- A. Any person, who commits, attempts to commit, incites, or aids others in committing any of the following acts of misconduct shall be subject to disciplinary procedures by the Intramural Sports Program. Team captains, team managers, or coaches are responsible for the conduct of their players and spectators, and therefore are subject to the same disciplinary actions as their players.
- B. Any player that verbally abuses or threatens an official, scorekeeper, or supervisor will be suspended a minimum of one game and will be subject to further disciplinary action upon review of the incident by the Intramural Sports Program.
- C. Any player that hits/strikes, attempts to hit/strike, physically threatens, or causes bodily harm to an Intramural employee will be suspended from the Intramural program for the period of time listed under F and will be subject to further disciplinary action upon review of the incident by the Intramural Coordinator.
- D. Any player that hits/strikes, attempts to hit/strike, physically threatens, or causes bodily harm to another player will be suspended from the Intramural program for a period of one year and will be subject to further disciplinary action upon review of the incident by the Intramural Sports Program. Any severe incidents will warrant suspension of that individual from the Intramural Sports Program indefinitely.
- E. Any time more than 1 member of a team is involved in a fight that team will forfeit that contest in which the fight occurs and may be suspended from that sport for the remainder of the season or tournament. All team members will be subject to further disciplinary action upon review of the incident by the Intramural Sports Program.
- F. If a player is ejected from a game, he/she is suspended indefinitely from all intramural competition, effective immediately, pending an interview with the Intramural Coordinator who shall determine the length of the suspension period. The following suspensions carry the noted disciplinary action:
 1. Player verbally abuses an official or participant – *Minimum of one game* (addl' game)
 2. Threatening behavior (verbal or physical) toward a player or spectator – *Minimum of one month*
 3. Player or spectator makes physical contact in a threatening manner (battery) toward another player or spectator – *Minimum of three months*
 4. Threatening behavior (verbal or physical) toward an official – *Minimum of six months*
 5. Player or spectator makes physical contact in a threatening manner (battery) toward an official – *Participation in the Intramural Sports Program is terminated for your St. Cloud State duration.*
- G. The Intramural Sports Coordinator may suspend a participant, for good reason not covered above, from intramural competition.
- H. All decisions, regarding suspensions and rules of conduct, made by the Intramural Sports Staff may be appealed to the Director of Campus Recreation.



EJECTIONS

Any participant, coach, or spectator who is ejected from any Intramural Sport sponsored intramural activity, regardless of the reason, is **SUSPENDED INDEFINITELY** from participation in all sponsored intramural sports events until a petition is turned in and reinstatement is granted by the Intramural Coordinator.

Individuals who have been suspended and who wish to again become eligible to participate in Intramural Sports Program at St. Cloud State must petition, in writing, to the Intramural Coordinator at the Intramural Sports Office, for a reinstatement hearing. In order to continue in the current block, **this petition MUST be turned into the Intramural Coordinator within 2 working days OR before your next scheduled game, which ever comes first. If you fail to do so you forfeit your eligibility for the remainder of this block.** If you choose to not petition at the present time you will forfeit your current eligibility. You will also need to petition for your reinstatement to EVER participate in the program in the future.

This petition (handwritten or typed) must include:

- a description of the incident(s) leading to the ejection.
- a rationale for actions of the participant/coach/spectator.
- a rationale for why reinstatement should be granted.
- a current mailing address, and local phone number, and student ID.

Upon receipt of the petition for reinstatement a hearing will be scheduled with the participant and the Intramural Coordinator. A supervisor and/or official(s) may also be present. Based on the written petition and reinstatement decision will be rendered generally within one working day. Notice of decision will be in two ways:

1. Individual will be notified by phone by the Coordinator of Intramurals
2. A written notice of the decision will be mailed to the individual at the address given.

Any Intramural staff, or participant may report the name(s) of any individual(s) found playing on two teams in the same sport season.

You must participate in one (1) regular season contest in order to be eligible for the playoffs.

Ineligibility Ruling: If you or your team breaks any of the above mentioned rules, the games/matches in which you participated in will be ruled as a forfeit.



ALCOHOL / TOBACCO / DRUG USE

Alcohol/Tobacco/Drug use is not permitted on St. Cloud State University property. This applies to both players and fans. Any alcohol/tobacco/drugs found in this area will result in Public Safety being called. This is a campus policy and any team found to be in violation may forfeit the remainder of the season.

Further, persons thought to be impaired will be asked to vacate the Intramural location. This also applies to fans. Any person not cooperating when asked will cause his/her team to forfeit the game and face disciplinary action at the discretion of the Coordinator of Intramurals.

HEAD WEAR

Due to risk and liability, Intramural Sports reserves the right to ask participants to remove any and all head wear during Intramural activities. See individual sport rules for head wear policies.

INTRAMURAL QUESTIONS / CONCERNS / COMMENTS

In the case of inclement weather or if you have any general questions, comments or concerns regarding the Intramural Sports Program at SCSU please feel free to call Chris at 308-3923. We will do our best to assist you with any and all of your questions or concerns.



PROTEST PROCEDURES

The purposes of the Intramural protest procedures are to provide a system of checks and balances for the team waging a protest. A team or individual may not present a protest based on an official's call.

The following steps provide necessary information to lodge a protest and describe the process, which must be followed if there is a disagreement in, or unsatisfactory resolution of the conflict or event.

- Step 1 – The team captain of the protesting team must announce to the official at the time of the incident the intent to protest a ruling. Only an announcement needs to be made at which time the official/supervisor will make note of the protest on the scoresheet.
- Step 2 - A written protest must be made on an Intramural Protest Form by 4:00pm the following work day.
- Step 3 - The Coordinator of Intramurals, after investigation of the facts and viewpoints concerning the incident will make a decision on the protest within 5 working days of the protest. The Coordinator of Intramural's ruling is FINAL!

ADD/DELETE

In order to add/delete members to/from a team, an add/delete form must be submitted to the Intramural Sports Office by 11:00pm the night before the scheduled contest. Add/delete forms can be filled out and submitted at the Intramural Sports Office at HaH 102E

You will need to provide the players full name, ID number, phone number and e-mail address. When filling out an add/delete form, all information that is requested must be filled out! If information that is requested is missing, your form will not be processed.

The additional member will need to see the Intramural supervisor before the start of the contest to sign the Intramural waiver form.

Individuals are allowed to drop from their current team and add to another team at any time during the regular season. The individual **MUST** officially drop from the current team before adding to a new team. The individual must follow this procedure when dropping from one team and adding to another team.



SPORTS CONDUCT

- *At the conclusion of all Intramural games/matches, the game officials will rate each team based on the sports conduct exhibited for that game/match. Sports conduct ratings are very important and must be completed correctly and fairly due to the fact that the future play of the team is dependent on the sports conduct ratings that they receive throughout the season.*
- The following sports conduct rating policy has been put into place to promote good sportsmanship and to provide for an enjoyable recreational experience for participants, officials, spectators and staff.
- A (Excellent)
 - **Exemplary sports conduct towards participants and officials. Players cooperate fully with officials and other team members and are respectful of opponents and officials at all times. The captain calmly converses with officials about rules interpretations and calls and is in the full control of their teammates.**
- B (Good)
 - **No problems with team. Good sports conduct exhibited towards participants and officials. Players are respectful of opponents and officials except for one or two minor instances. Players verbally complain about some decisions made by officials and/or show minor dissension.**
- C (Average)
 - **Occasional minor problems with team. Average sports conduct exhibited toward participants and officials. Players were generally respectful of participants and officials but on a number of occasions are disrespectful of participants and officials. The captain exhibits acceptable control over their teammates, but is in control of him or herself.**
- D (Below Average)
 - **Continual problems with team. Below average/poor sports conduct exhibited toward participants or officials. Sports conduct needs improvement. One or more player(s) is occasionally/frequently disrespectful of participants and officials. Teams frequently/constantly comment to the officials and/or opposing team from the field and/or sidelines. Abusive language from team.**
- F (Very Poor/Unacceptable)
 - **Continual abusive to participants/staff from team. Very poor/unacceptable sports conduct exhibited towards participants and officials. Players behaving in a very poor manner towards opponents and/or officials. Very poor sports conduct will not be tolerated and will result in a meeting with the Intramural Coordinator. Total disrespect toward participants/staff.. More than one player is disrespectful of participants and officials on a regular basis or more than one player is regularly disrespectful of participants and officials. Team is completely uncooperative. Captain has no control over teammates and/or themselves.**
- **Any team causing a game to be a forfeit (other than by not showing) can not receive above a C sportsmanship rating for that game.**