University Recreation Mission Statement:
University Recreation inspires, empowers, and educates the University community by providing comprehensive, high-quality, student-focused programs, facilities, and services that create community, connectivity, and develop exceptional leaders who value and embody healthy lifestyles.

Intramural Sports

Program Overview:
The purpose of the University of West Georgia Competitive Sports Program is to promote healthy lifestyles while also providing a structured competitive environment. Our staff is committed to fostering/developing our 3 core program pillars, which are teamwork, sportsmanship, and leadership. The UWG Competitive Sports program offers a variety of league/team sports, as well as one/two day tournaments. The UWG Competitive Sports program also offers employment opportunities starting with the officiating of our league sports.

Leagues Offered:
- Flag Football
- Sand volleyball
- Soccer
- Volleyball
- Basketball
- Indoor Soccer (Futsal)
- Softball
- 4v4 Flag Football

Alpha Pack Challenge (One/Two Day Tournaments):
- Cornhole (one day)
- Tennis Singles (one day)
- 3v3 Basketball (two day)
- Ultimate Frisbee (two day)
- Dodgeball (two day)
- Wiffleball (one day)
- Flag Football Combine (one day)
- Alpha of the Game Room (one day)

Purpose of the Handbook:
The purpose of this handbook is to establish policies and procedures that govern participation in the UWG Intramural Sports program. Please note that it is the responsibility of each team/participant to know and understand these policies and procedures. We reserve the right to modify these rules in whole or in part of this handbook at any time when necessary. If you have questions, comments, or suggestions for these rules or the intramural program in general, please contact the Office of Competitive Sports.

HONOR CODE:
At the University of West Georgia, we believe that academic and personal integrity are based upon honesty, trust, fairness, respect and responsibility.

Students at the University of West Georgia assume responsibility for upholding the honor code. UWG students pledge to refrain from engaging in acts that do not maintain academic and personal integrity. These include, but are not limited to, plagiarism, cheating, fabrication, aid of academic dishonesty, lying, bribery or threats, and stealing.

CODE OF CONDUCT:
The University Recreation Code of Conduct is an agreement between the Department of University Recreation and each individual who participates in Intramural Sports (student participants and employees, faculty/staff participants, etc.) by which the participant vows to not conduct him/herself in any manner that will bring a negative light to him/herself, his/her team, the Department of University Recreation, or the University of West Georgia.
Each individual who competes in any of our Intramural sports is prompted to read through the Code of Conduct and cannot complete the account registration until he/she agrees to abide by it while participating in any Intramural Sports activity. Failure to abide by the provisions of this code could result in disciplinary action by the Department of University Recreation and/or the Office of Judicial Affairs, which may include loss of participation privileges, employment, or suspension from team activities, depending on the nature and severity of the violations. This can also include the loss of reimbursement for covered expenses.

OFFICE HOURS & CONTACT INFORMATION:
OFFICE HOURS: Monday – Friday 8:00AM - 5:00PM
WEB PAGE: www.westga.edu/urec
OFFICE PHONE: 678-839-5500
FACEBOOK: UWG University Recreation (UREC)
Instagram: @Intramurals_UWG

ASSISTANT DIRECTOR OF COMPETITIVE SPORTS
NICK HORTON
EMAIL: NHORTON@WESTGA.EDU
OFFICE: CAMPUS CENTER 310
PHONE: 678-839-0658

GRADUATE ASSISTANT OF COMPETITIVE SPORTS
BRANDON BARNES
EMAIL:
OFFICE: CAMPUS CENTER 309
PHONE:

Participant Safety

Assumption of Risk:

1. The possibility of injury exists in all sports. University Recreation and the UWG Intramural Sports Program assume no responsibility for injuries. However, basic first aid will be available at game sites.
2. All participants acknowledge an assumption of risk by their voluntary participation in the Intramural Sports Program.
3. All participants in the University of West Georgia Intramural Program must create an account through the IMLeagues.com website using their UWG email, which includes accepting the terms and conditions, before they participate in any supervised activity. There will be NO EXCEPTIONS to this rule.
4. Any participant who has sustained a head, neck, or back injury will be ineligible to play in ALL Intramural Sports until they provide the Intramural Sports Office with certified medical personnel’s (M.D., D.O. or A.T.) release.
Blood Policy:
If and when an Intramural Sports Staff member observes that a player is bleeding, has an open wound, or has blood on his or her uniform, the player will be directed to leave the game. The injured player is not to return until the bleeding has stopped, the open wound is covered, and the bloody uniform is changed or cleaned. The game may resume without the injured player at the discretion of the Intramural Sports Staff.

Bicycles/Pets/Service Animal Policy:
No bicycles or pets are allowed onto the playing surfaces at any time. This will be addressed at the discretion of the Intramural Sports Staff. EXCEPTION: Service animals will be allowed near the playing surfaces.

Tobacco/Alcohol Policy:
In accordance with university policy, the use of alcohol and tobacco is prohibited on any university grounds. Consequences for this violation of the rules may include, but are not limited to: removal from the intramural sports contest, involvement of University Police, and/or referral to Office of Judicial Affairs.

REGISTRATION & USER’S GUIDE FOR IMLEAGUES

HOW TO REGISTER:
All intramural participants will be required to create an account on IMLeagues.com.

To create an IMLeagues account:
How to register?
- Navigate to the MyRec Portal page: myrec.westga.edu (If someone tries to log directly into IMLeagues.com they will be redirected to the portal)
- Click on Sign in located at the top right. (Sign in with your UWG Username and password)
- Click on Sports
- Participant will be sent to IMLeagues (first time users will need to verify their information - this only occurs the first time the system is used)
- Click on the IM Sports tab at the top and enjoy.
- To access IMLeagues.com in the future, one must login to the portal.

YOU CAN JOIN A SPORT ONE OF THREE WAYS:
Create a team (For team captains)
- Captains can invite members to their team by clicking the “Invite Members” link on the team page. Any invited members must accept the invitation to be joined to your team.
- If they’ve already registered on IMLeagues: search for their name, and invite them
- If they haven’t yet registered on IMLeagues: scroll down to the “Invite by Email Address” box, and input their email address.

Join a team
- Use the Create/Join Team Button at top right of every page
- Accepting a request from the captain to join his team
• Finding the team and captain name on division/league page and requesting to join
• Going to the captain’s player card page, viewing his team, and requesting to join

**Join as a Free Agent**
• You can list yourself as a free agent in as many divisions within a league as you’d like. You will be visible to all members of the site and can request to join teams, or post information about yourself so teams can request to add you to their team.

**HOW TO CREATE A TEAM:**
1. Log in to your IMLeagues.com account.
2. **Click the Create/Join Team button** at the top right of your User Homepage page OR Click on the “University of West Georgia” link to go to your school’s homepage on IMLeagues.
3. The current sports will be displayed; click on the sport you wish to join.
4. Choose the league you wish to play in (Men’s, Women’s, Co-Rec, etc.)
5. Choose the division you wish to play in (Monday 6PM, Tuesday 8PM, etc.)

**HOW TO INVITE IMLEAGUE USERS TO JOIN YOUR TEAM:**
1. Under your created team’s home page click on the blue text that says “Invite Members to Your Team”
2. Click on the tab “Members”
3. In the Search Menu, type the first and last name of the person you are looking for
4. Click “Search”
5. If the individual is a registered IMLeagues User their name will pop up; if the name does not pop up follow the directions under “HOW TO INVITE NON-IMLEAGUE USERS TO JOIN YOUR TEAM” on this page
6. Next to individual’s name click on the blue text that says “Add to Main List”
7. This will automatically send an email to invite that individual. Please let the individual know they need to accept the invitation to officially be on the team.

**HOW TO ACCEPT TEAM MEMBERS TO YOUR ROSTER AS A CAPTAIN:**
1. On the left side of your team’s home page there is a blue tab “Requests”
2. Under “Requests” is “Member Requests”, click on “Member Requests”
3. There will be a list of the players requesting to join team
4. On the right side of each player there will be a red X and a green checkmark
5. To accept the player, click the green checkmark; to deny a player click the red X
6. Players are not automatically put on rosters unless the captain has checked that option, the captain will need to “accept” players as they request to join the team.

**INTRAMURAL PARTICIPANTS - HOW TO JOIN A TEAM:**
1. Click on “Join a Team”
2. On the next page under the “Active Sports” tab select the sport you want to join.
3. Next to the sport there will be a list of leagues, select the league.
4. When the next page pops up select which division you wish to join.
5. After that there will be two buttons, “Create Team” and “Join Team”, select “Join Team”.
6. Click on which division the team you want to join is in.
7. The list of teams will come up, click on the orange button that says “Join Team” next to the team you wish to join.
8. The Team Captain will be notified of your request. You will not officially be on the team until the Team Captain has accepted your request.
STUDENTS WHO ALREADY HAVE AN IMLEAGUES ACCOUNT & NEW TO REC*IT:

Once they download REC*IT, they will need to follow the steps below
1. Click Login
2. Select School
3. Enter School Email Address
4. Click Send Magic Link
5. Click Open Mail App
6. Open Email from IML "Subject: Sign In Instantly to REC*IT"
7. Click Sign Into REC*IT
8. REC*IT will open and they will be signed in

Intramural Sports Eligibility & Equipment

Participants:
Participation is limited to currently-enrolled, fee-paying University of West Georgia students, faculty members, and full-time staff. There are no longer any affiliated groups under the umbrella of the University they may participate. ONLY, the above stated are eligible.

Participation in Intramural and Club Sports is a valuable part of the education experience of all students:
1. Competitive Sports provides equal opportunity to any student regardless their race, color, religion, sex, sexual orientation, gender identity or expression, national origin, age, or disability
2. Intramural and Club Sports expects participation to be based on one’s self identified gender and that it is done in good faith and is consistent with a player’s expressed gender identity. A player’s gender identity will be applied when there are gender specific rules or player ratio requirements for co-rec divisions. Individuals may play on the team that best matches their self-identification and expressed gender identity not purely on the sex indicated in official school records. Player eligibility will be based on the gender identified on the official team roster at the start of each league sport or one/two-day tournament.
3. All individuals eligible for intramural sport activities must comply with any rules, regulations, and policies established by the Intramural Sports staff. Eligibility will end upon withdrawal from school, termination of employment, failure to comply with rules and regulations, or failure to uphold expected standards of sportsmanship.
4. HOW MANY TEAMS CAN I PLAY ON FOR A SPORT? An individual will not be permitted to represent more than one same gender organization or team (as a player) in the same sport. A player may play on one coed team and one single gender team.
5. Checking in: In order to be eligible for an intramural contest, participants must check in with their Program assistant/field supervisor. To check in, a participant must have a valid UWG ID with a clear picture. If the print on the ID is illegible, the participant will not be allowed to play until another form of ID is used. The use of someone else’s ID is a violation of the Code of Conduct and will result in punishment from UWG Intramural Sports and from the Office of Judicial Affairs.
6. Any player who fails to check in before entering play must show his/her UWG ID to an official/supervisor at the next stoppage of play.
7. University Recreation Staff: a MAXIMUM of 3 University Recreation staff members per roster (GA’s included).
8. Club Sports Athletes: No more than two club sports players/members may play on any one intramural team of the same or similar sport.
9. **Roster Deadline:** Each sport will have a posted deadline to fill a roster. Rosters will lock at seasons end or once someone has played in a game. If you are not on the roster by seasons end, you will not be eligible to participate.

10. **Coaches:** Teams will be permitted one coach, after approval by the IM Staff. Teams wishing to add a coach to their roster must e-mail the coach’s name and UWG ID number to the Competitive Sports Graduate Assistant at least 24 hours prior to game time. Any non-students or students with previous ejections and/or unsportsmanlike conduct will not be eligible to serve as coaches.

11. **Ineligible Participants:** If a team uses an ineligible player in league play, all games or contests in which the ineligible individual participated will be forfeited to the opponents, regardless of the outcome. The illegal player may be suspended for the remainder of the activity season and/or the academic year. In elimination tournament play, the team will be disqualified from the respective position in the bracket at the time the legal protest is honored.

12. **Alcohol & Tobacco:** Tobacco, Alcoholic beverages, and controlled substances are prohibited at all intramural sport contests. Individuals who appear to be under the influence will be removed from the activity/facility.

### Varsity Athletes & Coaches:

Any student or coach who is a candidate for a varsity sport, who practices with the team, or is on the reserve squad (including redshirts and transfer students) is not allowed to participate in the same or similar intramural sport (see chart below for similar sports) until 1 semester (full) has elapsed from his/her removal from the team roster.

#### Equipment:

1. An intramural team must meet minimum uniform requirements. Read sport specific rules/manuals for minimum uniform requirements.
2. The Recreational Sports Department provides equipment available for checkout for certain sports. It is the responsibility of the participants to return all equipment provided to them at the conclusion of the game.
3. Recreational Sports Staff will retain identification cards until all equipment is returned or until a monetary reimbursement has been made.
4. Shoes must be worn for all events (except swim meet). Non-Marking rubber-soled athletic shoes must be worn in the gymnasiums. Running shoes or shoes with pliable rubber or molded cleats may be worn on playing fields.
5. **No metal spikes or cleats, or boots are allowed in any sport. You must have athletic shoes or rubber or plastic cleats. “Five Finger” shoes or slippers are not accepted as athletic shoes.**
6. Personal athletic equipment may be used in any contest provided it meets intramural sport standards and is approved by the game officials and the opposing team’s captain/manager.
7. Pockets are not allowed for Intramural Sports unless listed as “ok” in the sport specific rules.
   - This includes any type of altered pocket:
     - taped
     - glued
     - sown

<table>
<thead>
<tr>
<th>VARSITY/PROFESSIONAL SPORTS</th>
<th>INTRAMURAL SPORTS</th>
</tr>
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<tbody>
<tr>
<td>Football</td>
<td>Flag Football</td>
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<tr>
<td>Soccer</td>
<td>Soccer</td>
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<tr>
<td>Basketball</td>
<td>Basketball</td>
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<tr>
<td>Volleyball</td>
<td>Sand Volleyball and Indoor Volleyball</td>
</tr>
<tr>
<td>Baseball and Softball</td>
<td>Softball</td>
</tr>
</tbody>
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8. All players must have #’s on his/her shirt for team sports or check out intramural mesh jerseys. No larger than a 2-digit number and must be a whole number. (See specific sport rules for other requirements)
9. Participants must cover any exposed wounds/scabs with bandage/clothing to prevent the spread of infection.
10. During the regular season: Captains will be given a warning before the game- that all jewelry/pockets should be taken off - it is up to the captain to inform his/her players before the game!
11. Supervisors will have the final say as to whether a participant is allowed to wear particular clothing.

Playoff Eligibility:
All teams will be selected for the playoffs, as long as they have maintained a sportsmanship rating of at least a 3.0 Average.

Alpha Bracket- All teams that attended the preseason captains meeting, and are in the top half of their division at the end of the regular season (Ex. 5 team divisions: top 3 will be taken, 4 team divisions: top 2 will be taken) will be placed in the Alpha Playoff Bracket for the more competitive teams.

Beta Bracket- All teams that attended the preseason captains meeting and in the bottom half of their division (Ex. 5 team divisions: bottom 2 will be taken, 4 team divisions: bottom 2 will be taken) will be placed in the Beta Playoff Bracket for the more recreational teams.

Seeding:
Eligible teams will be seeded based on the following criteria and tiebreakers: 1. Win-Loss Record 2. Head-to-Head 3. Sportsmanship Rating Average 4. Points Allowed 5. Point Differential (total points scored – total points allowed

Captains Responsibilities

Role of the TEAM CAPTAIN:
Behind every successful Intramural Sports team is a team captain who is committed to learn all s/he can about the intramural sports program and to represent his/her team whenever necessary. Listed below are some of the duties and responsibilities of a team captain.

1. Completing IMLeagues registration
2. Ensure that your team will have the minimum number of required players to play (confirm with your players prior to selecting a day/time)
3. Knowing eligibility rules, individual sport rules, and forfeit rules
4. Checking mailbox/email/IMLeagues webpage at least once per week
5. Informing team members of game times
6. Know and follow the reschedule policies
7. Follow all protest procedures
8. Making sure that players are checked-in at the playing site 15 minutes prior to contest start time with current UWG photo ID and correct 917# with proper attire/equipment
9. Making sure that team captains check/sign the scorecard before leaving the playing site to ensure that the final score, player’s names, and winner are recorded correctly this includes scores posted online. Report any issues with scores to the intramural email account ASAP! Any issues with scores/winner must be emailed to the office by the last day of the regular season. Once brackets are made and posted no changes will occur so make sure you check your scores weekly
10. Assist in identifying teammates who may be involved in incidents/ejections
11. Inform ejected teammates of Intramural Sports procedures to be reinstated for intramural play and that he/she is suspended until he/she meets set requirements set by intramurals. (see Player Conduct/Discipline section)
12. It is the responsibility of the team captain to notify the intramural office immediately (within 2 business days) of any incidents of discrimination before/during/after scheduled intramural contests

Captains Meetings:
are held for most sports prior to competition. Dates, times, and locations for the meetings are announced throughout the semester, and are posted on the intramural Sports webpage. Schedule and rule information will be confirmed at this meeting.

All Reschedules must take place at the captains meeting.

ANY TEAM THAT DOES NOT ATTEND THE CAPTAIN’S MEETING WILL NOT BE ELIGIBLE FOR PLAYOFFS!!
NO EXCEPTIONS!!

Defaults & Forfeits:

Default Policy:
Any team knowing in advance that they will be unable to play a regularly scheduled contest is provided the opportunity to default (not play this contest). In order for the contest to be considered a default, a team member must complete a default form and submit it to the Intramural Sports Office, or send an e-mail to the Intramural Sports Graduate Assistant from your UWG student email account notifying him/her that your team has elected to default by 2:00PM the day of the contest. If a team captain/member chooses to submit the Default Form in person, a valid government-issued photo ID must be presented to verify the team member’s presence on the official roster.

- Defaults during the regular season will not count as a loss if the contest would have been canceled due to inclement weather or unsafe playing conditions
- Defaults during the playoffs will not count as a loss if the contest would have been canceled due to inclement weather or unsafe playing conditions and rescheduled. If either team cannot make the rescheduled contest, they will need to submit a new default form.

<table>
<thead>
<tr>
<th>Defaults vs. Forfeits: What’s the Difference?</th>
<th>DEFAULT</th>
<th>FORFEIT</th>
</tr>
</thead>
<tbody>
<tr>
<td>My team cannot play a scheduled game and I submitted the Default Form to the Intramural Sports Office by 2:00pm the day of the contest. I will receive a…</td>
<td>YES</td>
<td>NO</td>
</tr>
<tr>
<td>My team simply does not show up for a scheduled game and the officials and the other team are waiting to play. I will receive a…</td>
<td>NO</td>
<td>YES</td>
</tr>
<tr>
<td>My team will be required to pay a Reinstatement Fee if we…</td>
<td>NO</td>
<td>YES</td>
</tr>
</tbody>
</table>
FORFEITS:

Incomplete Roster: Team does not have the required minimum number of players on its roster to participate by game time on the day of the team’s first contest. If the game would have been canceled due to inclement weather or unsafe playing conditions, the forfeit will be nullified.

No-show: Team does not have the required number of players to participate as of the scheduled game time.

Eligibility: Game results in forfeit due the ineligibility of one or more players. Ineligibility may be due to player previously ejected or ruled ineligible for sportsmanship-related issue, player deemed ineligible due to varsity and/club sports, etc. at time of game.

Sportsmanship: Game is ended by staff for sportsmanship-related reasons.

Web Etiquette: A team posts material to an IMLeagues.com that is deemed to be in violation of the University of West Georgia Code of Conduct.

Game Time Forfeit: GAME TIME IS FORFEIT TIME. The location of the official clock will be indicated at the respective sports Preseason Captain’s Meeting. Please note that forfeit time also applies to the mandatory Preseason Captain’s Meeting. Any team failing to report to participate at the scheduled starting time may forfeit to their opponent. If both teams fail to report to participate, each team shall be credited with a no-show forfeit and the game shall not be rescheduled.

Captain’s Choice and Winning by Forfeit: If only one team has the minimum number of players ready to participate at the scheduled game time, the following will occur:

- The game clock will start (if applicable).
- The captain of that team will be asked if he/she wishes to take an immediate win by forfeit or wait 10 minutes for the other team.
  - If he/she elects to take an immediate win by forfeit his/her team is declared the winner by the score of 1-0, and sportsmanship ratings are assigned as per Section 7, Article 6.
  - If he/she elects to wait, his/her team will be awarded a maximum score as per the rules of the sport (i.e., 1 point in volleyball, 6 points in men’s/women’s flag football, 4 points in basketball, etc.) for each minute or part of a minute that elapses.
- If the other team’s players arrive within the 10-minute period, the game clock will continue to run, but points will no longer be accumulated against them. The game will then begin with the accumulated score. The late arriving team will also automatically lose the coin toss and any first option accorded by the playing rules.
- If the other team’s players do not arrive by the time 10 minutes have elapsed, the game will be declared a forfeit, and the offended team will win by the accumulated score (i.e., 10-0 in softball, 90-0 in coed flag football, 40-0 in men’s/women’s basketball, etc.), and sportsmanship ratings will be assigned as per Section 7, Article 6.
- In the event Captain’s Choice occurs during the makeup time for a postponed game, time and points will accumulate from the point of interruption and no half time will occur.

NOTE: If a team decides to wait, they must wait the full 10 minutes and neither team may use a timeout to stop the game clock from running, thus extending the length of Captain’s Choice.

Limit of Forfeits: A team/individual is declared disqualified from participation in that league after two forfeits.
Cancellation of Activities:
Intramural Sports activities are subject to cancellation due to unsafe facility conditions. This may include inclement weather (rain, snow, etc.) and subsequent poor field conditions, or unforeseen circumstances which may occur in both indoor and outdoor facilities that create unsafe playing conditions (i.e. roof leaking on basketball floor or a major injury). The Intramural Sports Staff will make all decisions regarding playability and safety of facilities. There will be an announcement on the IMLeagues.com website indicating whether any events for that day have been canceled. Also, an email will be sent to the captains of teams scheduled to play. It is the responsibility of each team/participant to check the IMLeagues.com website.

Cancellation Time:
In the event of inclement weather, the Intramural Sports office will make an official decision regarding the night’s games by 4:00PM. After 4:00PM, playability of field/court conditions will be at the discretion of the Intramural Sports Staff on site.

Cancellation of Activities in Progress:
1. In cases when weather forces the halt of a contest in progress, the specific rules of that sport will determine if the game is considered official. Please refer to the individual rules governing each sport to determine at what point the contest becomes official.
2. In the event of lightning or thunder, the following will occur:
   - Games in progress are stopped and canceled (unless they have reached the official game point) if the Intramural Sports Staff sees lightning or hears thunder, or if the lightning prediction system produces an alarm.
   - If the lightning prediction system has not cleared play by the start of the next game, or if the required 30-minute wait time following the last sighting of lightning or from hearing of thunder in order to clear play is not completed prior to the start of the next game, then ALL games will be canceled for the night, unless otherwise noted on the IMLeagues.com.
   - Check the IMLeagues.com website if you are unsure if games have been canceled.

Rescheduling of Cancelled Games:
In the case of cancelled activities, the Intramural Sports Staff will reschedule each contest for the next available date/time. Rescheduled game times will post on IMLeagues.com by 2:00PM the next business day.

Sportsmanship

Sportsmanship Rating:
The Sportsmanship Rating System is intended to be an objective scale by which teams’ attitude and behavior can be assessed throughout the regular season and the playoffs. Behavior before, during, and after an Intramural Sports contest is included in the rating. The team captain is responsible for educating and informing all players and spectators affiliated with his/her team about the system. Furthermore, the team is responsible for the actions of the individual team members and spectators related to it.

At the conclusion of each contest, the Intramural Sports Staff present will assign each team a Sportsmanship rating based on a grading scale of “1-4”.

4 pts Good Conduct and Sportsmanship: Players cooperate fully with the officials and Intramural Sports staff. The captain is the only player to converse about rule interpretations and calls and does so in a polite and respectful
manner. The captain also has full control of their teammates. Team is respectful to their opponents, officials, scorekeepers, spectators and Intramural Sports staff. *Teams who default will receive a 4 sportsmanship rating

3 pts Average Conduct and Sportsmanship: Team members complain about decisions made by the officials and/or show minor dissent. Team members show minor disrespect to someone involved in the contest.

2 pts Below Average Conduct and Sportsmanship: Team shows verbal dissent towards officials and/or the opposing team. Captain exhibits minor self-control and little or no control over their team.

*one unsportsmanlike infraction was given to a team

1 pts Poor Conduct and Sportsmanship: Players constantly comment to the officials and/or opposing team from the playing area or sidelines. Team captain has no self-control and no control over their team's actions.

*two unsportsmanlike infractions given to a team

0 pts Very Poor Conduct and Sportsmanship: Team is completely uncooperative. Captain has no control over teammates and/or themselves. *Teams who no show

Team Names:
The University of West Georgia Intramural Sports Program reserves the right to change duplicate team names to avoid confusion. Also, the Intramural Sports Program reserves the right to change any team name that is deemed inappropriate or offensive to participants (including names involving profanity or of a sexually implicit nature). Please use the proper judgment when selecting team names. Our goal is a pleasant, fun atmosphere for everyone competing. If you are unsure if a team name will be acceptable, please contact the Intramural Sports Office and ask.

Web Etiquette:
The University of West Georgia Intramural Sports Program will be monitoring content on the IMLeagues.com website. Any comments, pictures, postings or anything thereto deemed inappropriate by the administration of the University of West Georgia Intramural Sports Program are subject to the following:

- Deletion of posted materials
- Removal from the league of the offending player or team
- Deletion of the offending individual’s IMLeagues.com account
- Referral of the offending individual and/or team captain to the Office of Judicial Affairs

There will be a zero-tolerance policy for anything that is demeaning, degrading, derogatory or sexually explicit in nature. This includes, but is not limited to, posted materials referring to topics such as race, gender, religion, age, sexual orientation, ethnicity or socioeconomic status, and social or political beliefs.

Unsportsmanlike Conduct Levels:
Players shall not commit acts of unsportsmanlike conduct. This includes, but is not limited to, arguments with staff by any player, team, or spectator (flagrant fouling, fighting, etc. before, during or after a contest). Each level of unsportsmanlike conduct is defined as follows:

- Level 1: Threats, verbal abuse or use of inappropriate language toward other participants, spectators, or Intramural Sports Staff, mistreatment of University of West Georgia Intramural Sports facilities, equipment, or supplies
- Level 2: Intentionally pushing, tripping, spitting on or flagrantly fouling another individual will automatically require a submission to UWGCARES/Judicial Affairs.
- Level 3: Any physical altercation with another individual (i.e. striking, kicking, biting) initiated with malicious intent. will automatically require a submission to UWGCARES/Judicial Affairs.
- Level 1 and 2 if extreme in nature will elevate to a level 3. Level 3 will automatically require a submission to UWGCARES/Judicial Affairs.
Disqualified Players:
A player disqualified from the game for unsportsmanlike conduct must see the Intramural Sports Assistant Director. The Intramural Sports staff reserves the right to require an ejected participant to leave the field/complex. The ejected person, will be declared temporarily suspended and ineligible for participation in ANY Intramural Sports or UREC activity until he/she has submitted a letter requesting reinstatement and has met with the appropriate Intramural Sports Professional staff members. In addition, if the incident is referred to UWGCARES the temporary suspension will remain in effect until a recommendation has been returned from the Judicial Affairs office. Failure to leave the area/complex may result in forfeiture of the game. Any second occurrence of unsportsmanlike conduct by a team may result in that team being eliminated for the remainder of the season. Failure of a participant to complete the above requirements within 10 business days of his/her ejection may result in a judicial referral or extended suspensions.

Unsportsmanlike Conduct and Forfeiture of Games:
Any team that receives 3 technical fouls/unsportsmanlike conduct penalties/yellow cards during a single contest will forfeit the match to its opponent.

- Repeated display of “poor sportsmanship” (players from the same team repeatedly receiving technical fouls/unsportsmanlike conduct penalties/yellow cards) may result in the team being ruled ineligible for participation and possible referral to the Office of Judicial Affairs

Review of Sportsmanship Ratings/Appeal Process:
1. It is the captain’s right and responsibility to view his/her team’s Sportsmanship Rating after each contest. The game staff will be able to provide the captain with this information immediately after the contest.
2. A team may appeal a Sportsmanship Rating by writing a letter containing all relevant information to the Program Staff. This letter must be submitted to the Intramural Sports Office by 3:00PM the day following the game in question. NO APPEALS will be heard after that time.

Discipline/Appeal Process:
1. Individuals who have been suspended and who wish to again become eligible to participate in Intramural Sports at the University of West Georgia must petition in writing, to the Competitive Sports Assistant Director for a reinstatement hearing. Upon receipt of the petition for reinstatement a hearing will be scheduled. Based on the petition and reinstatement hearing a decision will be rendered generally within one working day. In extreme circumstances (violations of university policy, state law, or federal law) individuals may be sent directly to Office of Judicial Affairs for discipline process.
2. If a team would like to appeal the decision or punishment after it has been assessed by the professional staff member, a written appeal must be submitted within 24 hours to the Assistant Director of Competitive Sports for a final review.

Protests

Rule Related Protests:
Questions pertaining to interpretation of rules on the part of activity officials must be resolved by the Intramural Sports Supervisor in charge of that field/court at the time the interpretation occurs and prior to the next live ball. The procedure shall be:

1. If a team/participant feels the official has made a misinterpretation of a rule, the team captain shall calmly and immediately request a “time out” and inform the official that he/she wishes to have a ruling on the interpretation by the Intramural Sports Supervisor in charge.
2. No protest which involves the judgment of the activity official(s) shall be upheld. The judgment of the official(s) is final. This also includes Intramural Staff when necessary.
   a. Example: One foot in-bounds while in possession of the ball constitutes a legal catch in flag football.
   b. Case 1: An official rules a pass incomplete because the “player did not have two feet in-bounds.” This is a rules misinterpretation, which CAN BE protested.
   c. Case 2: An official rules a pass incomplete because the “player’s first foot landed on the sideline.” This is a judgment call, which can NOT be protested.

3. If corrections are necessary, the Intramural Sports Supervisor in charge shall rule immediately and the team/participant shall not be charged with a time out; however, if the official's interpretation was correct, the team/participant will be charged with a time out. An error in interpretation by the Intramural Sports Supervisor in charge is subject to written protest.

4. If the participant still does not agree with the decision at the activity area, a Protest Form should be obtained from the supervisor and completed on site. The game will continue from this point “under protest.”

**Eligibility Protests:**

*Illegal Player Protest* – This type of protest is for a team that feels a member or members of the opposing team is participating illegally (i.e. A participant played on a NCAA Varsity team within the past year). In the event of this type of protest the player(s) whose legality is being questioned will be permitted to play, with the understanding that if they are found to be participating illegally, the game will be forfeited by the team in violation of this rule. This type of protest must be filed with an Intramural Staff member or at the Intramural Office by 5:00PM the day following the contest. An individual participating under an assumed name (or identification) in the University of West Georgia Intramural Sports program is ruled ineligible for Intramural Sports participation for the remainder of the academic semester and his/her team is placed on probation.

**Written Protests:**

A Written Protest Form must be submitted (by the protesting team) to the supervisor on site or the Competitive Sports Office no later than 5:00PM the next working day following the activity (game).

**Parking**

Listed below are parking areas where cars may be parked without being towed or ticketed. However, parking is very limited, and there is no guarantee that there will be spaces available. Utilizing the campus shuttle system or carpooling is highly recommended. The University of West Georgia Intramural Sports is NOT responsible for any damage done to a vehicle at any location.

1. Intramural Fields/Athletic Complex
   o Lot G (closest to football practice field)
   o Lot F (next to softball field)
   o DO NOT park on any sidewalks
   o Vehicles are NOT permitted in the grass near the fields under any circumstance

2. Campus Center
   o Lot 14 (next to the Bookstore)
   o Academic Quad Lot (after 7pm)

**Player and Team Awards**
Team Sports:
An award will be presented to each member of a team winning the sport’s respective championship who participates in the championship game or participated in a minimum of three-fourths (3/4) of the team’s games. Any player who has NOT participated in the required (3/4) of the team’s games (but is listed as having played at least one game & appears on the team roster) may purchase an award for $10.00 in the Intramural Sports Office the day following the championship game.

Individual Awards:
Jay Chapman and Kristy Justus Awards: Presented to the male and female individual athletes of the year who participate in at least three of the intramural sports offered, demonstrate athletic excellence in each of those sports, and display commendable sportsmanship, both on and off the field, throughout the academic year.

Campus Cup:
The Campus Cup is a perpetual award given to the team in each league (Men’s, Women’s, and Coed).

- Teams can obtain points but competing in the various large sports, small sports, individual competitions, and 1-day/2-day team tournaments that the intramural program offers.
- The team with the highest number of points will be awarded the Campus Cup.
- If there is a tie between competitors, the winner will be awarded upon the discretion of the Intramural Sports Professional Staff.
- Participation Points will be updated at the completion of each playoff season.
- Teams can view their current standings on the intramural sports website (IMLeagues.com)
- Teams must use the same name (or designate an affiliation) for each sports to accumulate points.
- Regardless of the number of teams entered by a particular organization, only TWO teams will be eligible to accumulate positive points for large sports, small sports, and 1 day tournaments.

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<thead>
<tr>
<th>Sporting Event</th>
<th>Participation</th>
<th>Playoffs</th>
<th>Sportsmanship</th>
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<tbody>
<tr>
<td>League Sports</td>
<td>100 points</td>
<td>1st- 100 points</td>
<td>4 Average - 75 points</td>
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<tr>
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<td></td>
<td>2nd- 75 points</td>
<td>3 Average- 50 Points</td>
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<td>3rd- 50 points</td>
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<td>4th- 50 points</td>
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<tr>
<td>Alpha Pack Challenges</td>
<td>20 points (5 team limit)</td>
<td>1st- 25 points</td>
<td>N/A</td>
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<tr>
<td>(Individual Competitions)</td>
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<td>2nd- 15 points</td>
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<td>3rd- 5 points</td>
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<td>4th- 5 points</td>
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</tr>
<tr>
<td>Alpha Pack Challenges</td>
<td>50 points</td>
<td>1st- 75 points</td>
<td>N/A</td>
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<tr>
<td>1/2 Day Team Tournaments</td>
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<td>2nd- 50 points</td>
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<td>3rd- 25 points</td>
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<td>4th- 25 points</td>
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</tbody>
</table>

How to register your team for the campus cup:

1. Teams can either create their group page on their own or email the Office of Competitive Sports
a. If you email the Office of Competitive Sports, we will create the page for you. It is then your responsibility to add other members to your page and affiliate teams.

2. To create a team on your own:
   a. On the imleagues home page click the “Campus Cup” Tab.

3. Click on the Cup you want to add groups too and then click on the “Create Group/Greek” button. (If you have already made a group(s) it is going to give you a red lettered warning that you are already a member of a different group – just ignore this for now and click on the “continue” button)

4. On the next page you can add the Group name, a picture, and also designate which Cup this group will be participating in. To finish click “Create Group”

When the group has been created you will be brought into the Group’s page (it looks a lot like a regular team’s page)
5. Inside the group’s page click on “Add Member” under your admin links along the left-hand side of your page.
   - From here you can search the person’s name and click “add” if they already have an IMLeagues account (if they don’t already have an account you can create an account for them and add them that way – just like adding a member to a team)
   - Once the person is added, go back to the Group’s page and click on the “Members” link along the left-hand side of your page. By opening this area up, you will see everyone who is a part of this group. To remove yourself from the group and make someone else the Head (a.k.a. Chair) just click the red “x” by your name and it will prompt you to select the new chair for the group (you can notify the person through text message that they have been designated as head by clicking the box below).
   - The Head, or Chair, can now affiliate teams with this group by going towards the bottom of the page and clicking on the “Associate Teams” tab. This will bring up the teams the Head is already a part of and they can pull them under the umbrella of the group by clicking “Associate”. They can also search for other people’s teams that would fall under this group and add them as well.

**NOTE**: only active teams in active leagues can be affiliated with a group