



University  
Recreation



*Participant  
Handbook*

2022-2023

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## UREC MISSION STATEMENT

University Recreation strives to provide APSU and the surrounding community with opportunities to develop and enhance all aspects of wellness through quality recreational facilities, programs and services.

## IM SPORTS MISSION STATEMENT

The mission of Intramural Sports is to provide competitive and recreational outlets for the APSU community through various activities in a safe and enjoyable atmosphere.

## PROGRAM OVERVIEW

The Austin Peay State University, University Recreation (UREC) Intramural Sports program offers:

- Team Sports
- Individual/Dual Sports
- Single Day Events

All opportunities are offered in different skill and interest levels. Our friendly professional and student staff are committed to fostering teamwork, sportsmanship and leadership in a clean, safe, and social setting.

UREC and the Intramural Sports program are dedicated to promoting and enforcing positive sportsmanship among all participants. Through each contest, participants shall portray fair play, respect for opponents and staff, and graciousness in both winning and losing. This manual outlines the policies and procedures that will guide the success of the Intramural Sports program and its participants. **UREC reserves the right to amend, alter or dissolve any of these guidelines or rules to benefit the program.**

## INTRAMURAL SPORTS CONTACT INFORMATION

**Email:** [AP-Intramurals@apsu.edu](mailto:AP-Intramurals@apsu.edu)

**Office Phone:** 931-221-7564

**Kipsu Phone:** (931) 304-2020 (text only)

**Web Page:** <https://recreation.apsu.edu/>

**Social Media:** APSUFoy

## INTRAMURAL SPORTS STAFF

### Professional Staff:

- **Director, University Recreation: David Davenport**
  - **Office:** Foy 116
  - **Email:** davenportdl@apsu.edu
  - **Phone:** (931) 221-7196
- **Coordinator, Intramural Sports & Sport Clubs: Anja Shelton**
  - **Office:** Foy 204
  - **Email:** sheltona@apsu.edu
  - **Phone:** (931) 221-7197

- **Undergraduate Assistants (Student Supervisors):**
  - **Office:** Foy 205
  - **Email:** AP-Intramurals@gmail.com
  - **Phone:** (931) 304-2020 *(text only)*

## SECTION 1: General Information

### Assumption of Risk: Liability Waiver

APSU and the Department of University Recreation are not responsible for any injuries received while participating in University Recreation activities or while using University Recreation facilities. Participation in University Recreation activities is voluntary. All participants are responsible for their own welfare. We strongly recommend that each participant contact his or her personal insurance agent for information on coverage. All injuries requiring transport when the campus health center is closed will be taken to the local hospital. Any expenses incurred for transport or treatment of injuries is the sole responsibility of the participant. **EVERY PARTICIPANT THAT PLAYS AN INTRAMURAL SPORT MUST SIGN A LIABILITY WAIVER DURING REGISTRATION.**

### Blood-related Injury Rule

Any player who is bleeding must be replaced with a substitute until the bleeding stops. Any member of the Intramural Sports staff may remove a bleeding player. If by removing the bleeding player, the team falls below the minimum number necessary to play for the specific sport, the game clock will stop and a maximum of (5) five minutes will be allowed for the treatment of the player. Either a member of the Intramural Sports staff or a game official must approve the re-entry of the player. The five-minute time allowance is only for teams who have no substitute when the player is bleeding.

### Inclement Weather

In the best interest of all participants' safety, Intramural Sports contests may be postponed because of inclement weather. The decision to postpone games, when possible, will be made at least (2) two hours prior to the first scheduled contest of the evening. However, as is the case with most weather-related situations, a game-time decision may have to be made. When games are postponed due to inclement weather and/or poor field conditions, the Intramural Field will be closed and informal recreation will not be allowed.

When games have been postponed, teams' captains will be notified about their respective games via Kipsu as soon as the postponement has been determined. Additionally, teams will receive an email through Fusion IM. During winter weather related situations, the intramural schedule of games will follow the University's schedule for classes. No intramural activity will take place when classes have been cancelled.

Every effort will be made to reschedule postponed games. All games postponed due to inclement weather (rain, snow, etc.) will be rescheduled for the following Thursday (times will be based off of availability of teams and IM Sports staff) OR added to the last week of regular season. Rescheduling is not guaranteed for league play and will depend on the availability of facilities and time remaining before playoffs. Reasonable accommodations for the teams affected will be made during this process, but teams should understand that time and facility constraints may limit the options for reschedules.

## SECTION 2: Eligibility

The Intramural Sports staff assumes responsibility for the investigation of eligibility for all participants upon request. APSU ID cards will be required during all intramural activities. Any individual the Intramural Sports staff deems to be ineligible will not be allowed to participate.

### 1. Undergraduate & Graduate Students

- a. All currently enrolled undergraduate and graduate students are eligible for participation in Intramural Sports activities.
  - i. Students MUST be enrolled in APSU-Main Campus, not Ft. Campbell campus.
  - ii. In order for APSU-Ft. Campbell campus to participate, they must purchase a membership

## 2. Summer Enrollment and Eligibility

- a. Any student who is enrolled in **any** summer term is eligible to participate in Intramural Sports activities through the entire summer term.

## 3. Faculty and Staff

- a. All full-time faculty and staff members at APSU are eligible to participate in Intramural Sports activities.

## 4. Foy Center Members (alumni, affiliates, community)

- a. Any person who has a current membership to the Foy Center is eligible to participate in Intramural Sports activities.
  - i. Membership must be valid for the duration of the IM Sport season.
  - ii. An additional Intramural fee must be paid as well.

## 5. Current Student Athletes

- a. All varsity athletes who are receiving any assistance by way of athletic scholarships shall be **INELIGIBLE** for the intramural sport or related sport. Such aid is defined as follows: Any aid, assistance, or benefit given to a student for his/her participation as a player in any varsity sport that is not available to the general student population. This includes, but is not limited to, scholarship, varsity lockers, towels, green fees, apparel, footwear, equipment, etc. Any athlete who is working out with the varsity team (including walk-ons, red-shirt players, and practice squad members) is considered a student athlete under this section. This section remains in effect for as long as the student receives this aid, whether or not they continue to play or practice with a varsity team.

## 6. Former Student Athletes

- a. A student who has been a member of a Varsity Team at a Four-Year College or University in a particular sport is eligible for Intramural Sports in that or its related sport during the next academic year. The Fall Term is considered the start of the next Academic Year. Teams affected by this rule are limited to one player in this category on their team roster and must play in the "A League." Graduates or transfers from community colleges (D-II, D-III, NAIA, etc....) do not have to sit out a calendar year before participating in Intramural Sports, but those players must adhere to the "A League Rule."

## 7. Sport Club Athletes

- a. Members of APSU Sport Clubs will be allowed to participate in Intramural Sports competition in their related sports. However, for all single sex or Co-Rec Intramural Sports teams except for indoor soccer and outdoor soccer, a maximum of (3) Sport Club players may appear on the team's roster. For Indoor Soccer you will be allowed four (4) club athletes on the roster. For Outdoor Soccer you are allowed five (5) club athletes on the roster. With this rule, if you wish to field a team of only club athletes you can, but you will be penalized by having to play with the minimum of the field at one time.

If you have even one (1) sports club athlete on your team you must play in the A League. For team sports in which the required number of players is 4 or less, the maximum number of club players permitted on the team's roster shall be one (1). A person is deemed a Sports Club Member if he/she participates in a club contest or practice following the designated tryout period, pays club dues, or appears on the team roster or waiver form. Once a person has been deemed a club member, he/she will be considered a club player with regard to Intramural Sports for twelve consecutive months from the date that he/she last participates in a club contest or practice, last appears on the team roster, or the date of their most recent signed sport club waiver form, whichever is latest. Removal of the person from any club roster does NOT affect his/her Intramural Sports status as a Sports Club player. Intramural Sports players who join a club team during the Intramural Sport's season may be required to discontinue playing for their Intramural Sports team in order to keep their Intramural Sports team eligible under this rule.

## 8. Professional Athletes

- a. Any individual who has ever played as a professional in a sport is ineligible for intramural competition in that related sport. An individual is considered a professional if s/he has used their athletic skill for any form of compensation. There is no restriction for former professional athletes playing non-related sports.
- b. Exception: Participation can be granted for Co-Rec leagues **ONLY** if they have been removed from the professional league for a minimum of 10 years.

## 9. Non-Compliance

Any team found to be using a player violating eligibility requirements shall forfeit all contests in which the person(s) played if the violation is found prior to playoffs (through protest or by officials). If detected during playoffs, the team shall forfeit the game in which the player is detected. The game will be awarded to the opposing team and that team will automatically advance.

**10. Similar/Related Sports**

The professional/varsity/club sports that have similar or related Intramural Sports are defined in this chart:

PROFESSIONAL/VARSITY/CLUB SPORTS	INTRAMURAL SPORTS
Football	7v7 Flag Football, 4v4 Flag Football
Soccer	Outdoor Soccer, Indoor Soccer
Basketball	5v5 Basketball, 3v3 Basketball
Dodgeball	Dodgeball
Volleyball	Indoor Volleyball, Sand Volleyball
Baseball, Softball	Softball
Ice Hockey, Field Hockey, Roller Hockey	Floor Hockey
Tennis, Pickleball	Tennis, Pickleball
Racquetball	Racquetball
Ultimate Frisbee	Indoor Ultimate, Outdoor Ultimate
Badminton	Badminton

**11. Number of Teams**

- a. An individual may participate on one single-gender and one co-recreational or Open (no gender restrictions) team within each sport.
- b. If a participant’s name is discovered on more than one single-gender, Open, or co-recreational roster within a sport, his/her proper eligibility lies with the team for which he/she participated first.

**12. Gender**

- a. APSU may have gender specific sports teams. If there is a question about eligibility to participate in women’s athletics, eligibility shall be determined in accordance with Tennessee Public Chapter 1005, Section 2.
  - i. **Public Chapter 1005, Section 2:** Intercollegiate or intramural athletic teams or sports that are designated for “females”, “women”, or “girls” and that are sponsored, sanctioned, or operated by a public institution of higher education or by a private institution of higher education shall not be open to students of the male sex.

**13. Participation**

- a. Any person who has checked in on their team roster at the game site is considered to have participated in that Intramural Sports activity.
- b. Any person found in violation of the eligibility rules of Intramural Sports is considered ineligible. The following are disciplinary actions for players found to be ineligible.
  - i. Any person(s) participating in an Intramural activity found to be ineligible will be suspended from that activity for the remainder of the season.
  - ii. Any team using an ineligible player shall forfeit every game in which the ineligible player participated
  - iii. A player participating under an assumed name will be suspended from Intramural Sports participation for the remainder of the season and placed on probation for the remainder of the school year. Violation of probation may result in expulsion from the Intramural Sports program.

**EXCEPTION:** An individual may participate in both Singles and Doubles single-gender, Open, or co-recreational leagues.

**14. Rosters**

All participants must be listed on the official team roster prior to their participation in any Intramural Sports activity. All roster additions must be completed in one of the following ways:

- a. Participants may be added to the team roster and approved by the team captain on Fusion IM. This requires each participant to log into Fusion IM at [recreation.apsu.edu](http://recreation.apsu.edu) to accept the invitation sent by the team captain. Those participants who are added to the roster before 3:00pm on the day of the contest will be displayed on the score sheet.

- b. If a participant is not on the score sheet at the scheduled game time, he/she may be added to the team roster at the activity site prior to or during any regular season contest. In this circumstance, each participant is required to log into Fusion IM and accept the invitation sent by the team captain and pay the invoice (online only).

**NOTE: The addition of any participant to the roster at the game site must be confirmed by the Intramural Sports UA or Coordinator in order for that participant to play in that contest.**

- c. In both of these circumstances, the team captain must log into Fusion IM and accept the player addition before that player's name will show on the team's roster.
- d. Names which appear on the official team roster should match or closely match that of the name on the participant's APSU card, which must be presented at the game site prior to participation.

## 15. Player Identification

- a. All participants must show an Intramural Sports staff member a valid APSU ID card prior to participation. If either the name or picture is not legible by the staff member, a student or faculty/staff member may provide their A# for check-in.
- b. Misuse of identification (transferring, lending, borrowing, or altering university-issued identification and sharing A#'s) is a violation of the APSU Student Code of Conduct and will result in ejection from the game and possible referral to the Dean of Students.
- c. In the event the APSU ID card does not match the participant using it, the Intramural Sports Staff may confiscate the card and the participant may be referred to the Dean of Students.

## SECTION 3: Captains' Responsibilities

### 1. Team Captain

Students, faculty, and staff form their own teams and register during the appropriate dates and times as indicated on the UREC website. One team member must be designated as Team Captain, and that individual will serve as the liaison between the Intramural Sports Staff and his/her team.

### 2. Responsibilities

#### a. Before the Season

- a. Complete Captain's Quiz via email OR Fusion IM
- b. Invite players to join your team
- c. Ensure that the team roster has met the minimum player requirement for that sport before the first scheduled game
- d. Ensure that all team members complete the Participant's Quiz prior to the first scheduled game
- e. Check eligibility of all team members and ensure they meet the requirements outlined in Section 2 (eligibility).
- f. Become familiar with respective sport rules, policies and procedures, the Sportsmanship Rating System, and any additional information covered in the Captain's/Participant's Quiz.
- g. Familiarize team members with respective sport rules, policies and procedures, the Sportsmanship Rating System, and any additional information covered in the Captain's/Participant's Quiz.
- h. Notify all team members of their weekly schedule and playoff schedule (Playoff game times will vary from regular season game times based on results of the Playoff Draw)

#### b. During the Season

- a. Continually encourage team members to be at the game site 15 minutes prior to the scheduled game time with their APSU ID cards.
- b. Maintain communication with the Intramural Sports Staff throughout the season regarding schedules, scores, playoffs, sportsmanship, and constructive feedback
- c. Uphold sportsmanship among all team members and spectators before, during, and after each contest. The team captain will be held responsible for any sportsmanship violations committed by team members and spectators before, during, and after games (**this includes excessive amounts of trash left behind by teams at game sites**).

- d. Ensure that team members return jerseys to Intramural Sports staff after checking them out for use during games
- e. Verify the final score and Sportsmanship Ratings on Fusion IM after each game, and notify the Intramural Sports staff if there is an error
- f. Select team's spot in the Playoff Bracket on Fusion IM during the designated online bracket selection period, if required.
- g. Respectfully speak with the Intramural Sports Staff in reference to any team-related issue
- h. Explain the use of proper and legal player equipment to include the use of NO POCKETS, bandanas, jewelry, etc. in ALL Intramural Sports.
- i. Represent his/her team at meetings, protest negotiations, etc. The captain is the ONLY individual allowed to protest or seek out rule clarification or interpretation from an Intramural Sports Staff.
- j. Ensure that his/her team adheres to the default/forfeit policy.
- k. At the end of the game return to check-in area to sign the game sheet—confirming the final score and sportsmanship rating.

## SECTION 4: Registration

### 1. Online Registration & Payments

- a. Registration for all sports will be completed through Fusion IM. Captains must register teams on Fusion IM.
- b. In order to register a team, captains and participants will need to complete the following steps:
  - i. Go to [APSU Recreation](http://recreation.apsu.edu) at recreation.apsu.edu
- c. Current APSU Students & Faculty/Staff login using the grey APSU login button.
  - i. You will be taken to the *APSU Onestop* login page to enter your APSU credentials.
- d. Select a league (Men's, Women's, Co-Rec, Open) and a division (indicated by day and time of games) within a sport in which you are interested in participating
- e. Click the green "Register" button Intramural Sports
- f. Fill out each field for which you are prompted on the registration form
- g. Click "Submit," and make sure your team name is displayed within the division. If your team name does not display on the division page, your team is not registered.
- h. All player fee payments must be completed ONLINE only during the registration process
  - i. Registrations are not complete until waivers have been signed and payments have been completed.

### 2. Free Agents

Any eligible participant can register as a free agent in an unlimited amount of leagues/divisions on Fusion IM. Those free agents will be visible to all teams and can request to join teams and captains can also request to add those free agents to their roster.

### 3. Team Names and Uniforms

- a. Participants are responsible for selecting their own team names. The Intramural Sports program reserves the right to change any duplicate team names or team names that are deemed inappropriate or offensive.
- b. The Intramural Sports program reserves the right to prohibit teams from wearing uniforms/jerseys that contain inappropriate or offensive language or artwork.
- c. If you are unsure if a team name or uniform language/artwork will be acceptable, please contact the Intramural Sports Staff and ask.

## SECTION 5: League Structure and Requirements

### 1. Team Composition

Leagues will be established for men's, women's, co-recreational, and/or open team participation. All team members in single-gender leagues must meet the gender requirements as outlined in Section 2.



## 2. League Structures

- a. Recreational Leagues
  - i. These leagues are designed for teams that have a primary objective of participating in an organized environment and having fun.
- b. Competitive Leagues
  - i. These leagues are designed for teams that are interested in playing in competitive contests.

**NOTE: If there are not enough teams signed up for each league, everyone will be placed in the competitive league.**

- c. **Men's Leagues**
  - i. These leagues are designed for individuals who identify as male.
- d. **Women's Leagues**
  - i. These leagues are designed for individuals who identify as female.
- e. **Co-Recreational Leagues**
  - i. These leagues are designed for individuals who identify as male or female. These leagues have a gender ratio requirement that is determined on a sport-by-sport basis.
- f. **Open Leagues**
  - i. These leagues are designed for individuals who identify as male or female. These leagues have no gender ratio requirement.
- g. **Fraternity/Sorority Leagues**
  - i. These leagues are reserved for teams and participants who are representatives of national social fraternities/sororities and active members or pledges. In order to participate in these leagues, an active member must be initiated, active, and his/her name must appear on both the current Greek rolls and on the intramural team roster. For a pledge to represent his/her organization in an intramural sport, he/she must comply with the following:
    - His/her name must appear on the current Greek roster and the intramural roster.
    - Participant's signed pledge card must be on file with the Fraternity and Sorority Life Office before he/she participates.

## 3. Tournaments and Special Events

- a. Participation in on-campus tournaments and special events is open to all students who meet the eligibility requirements outlined in Section 2. Tournament and special event league structures will be determined by the Intramural Sports staff.
- b. Participation in extramural (off-campus) tournaments is open to all **CURRENT** students who meet the eligibility requirements outlined in Section 2. Any Intramural Sports team that wishes to participate in extramural tournaments must contact the Intramural Sports professional staff in order to begin the registration process for those events.

Information on extramural tournaments can be found on the NIRSA website: <http://play.nirsa.net/>

**Note: Students participating in these tournaments are responsible for following the APSU Student Code of Conduct throughout the duration of the trip. Any act of misconduct shall be subject to disciplinary procedures by the Department of University Recreation, the Division of Student Affairs, and local authorities if necessary.**

## SECTION 6: Defaults

### 1. Default Policy

Any team knowing in advance that they will be unable to play a regularly scheduled contest is provided the opportunity to default that contest. In order for the contest to be considered a "Default" A team member who is on the official team roster must contact the Intramural Sports staff via email or phone before 12:00pm on the day of the contest.

- a. Any contest that has been processed as a "Default" will not count as a loss. If the contest is canceled due to inclement weather or unsafe playing conditions.

- b. Any contest that has been processed as a “Default” during the playoffs will not count as a loss if the contest would have to be rescheduled due to inclement weather or unsafe playing conditions. If either team cannot make the rescheduled contest, they will need to submit a new default request.

## 2. Default vs Forfeit

A team that follows the proper “Default” protocol will only receive a loss in the league standings as opposed to a loss and a forfeit.

“Default” vs. Forfeit – What’s the Difference?	Default	Forfeit
My team cannot play a scheduled game and I submitted my “Default” to the Intramural Sports staff by 12:00pm on the day of my game. My team will receive a...	Yes	No
My team simply does not show up for a scheduled game and the officials and other team are waiting to play. My team will receive a...	No	Yes
My team will be removed from the league if we record 2...	No	Yes
If my team does not meet the minimum player requirement, including gender ratio requirements for Co-Rec contests, at the time the game is scheduled to start, my team will receive a...	No	Yes
If my team cannot make a scheduled game, it is common courtesy to the Intramural Sports staff and the opposing team if I...	Yes	No
My team will receive a Sportsmanship Rating of 0 for a game if we...	No	Yes
My team will receive a Sportsmanship Rating of 2 for a game if we...	Yes	No

## SECTION 7: Forfeits

### 1. Types of Forfeits

Forfeits will be classified based on the following:

- No-show: Team does not meet the minimum player requirement at the scheduled game time (SR:0)
- Eligibility: Game is declared a forfeit due to the ineligibility of one or more players according to the eligibility requirements outlined in Section 2 (SR:2)
- Sportsmanship: Game is ended by Intramural Sports staff for sportsmanship-related reasons. This includes, but is not limited to maximum amount of player ejections and/or unsportsmanlike conduct penalties.
  - This kind of forfeit could result in a sportsmanship rating of a “0” or “1”.

### 2. Game Time

GAME TIME IS FORFEIT TIME. Any team that fails to report or has not met the minimum player requirement to participate at the scheduled game time may forfeit that game. If both teams fail to report or meet the minimum player requirement to participate, each team shall be credited with a no-show forfeit and the game will not be rescheduled.

- As a courtesy, if one team is there, they have a choice of rather or not they would like to grant the opposing team an extra 5-10 minutes to get enough players there.
  - The extra 5-10 minutes can only be an option IF there is at least one representative there for the team already. There will not be any more time allotted so that we are able to stay on schedule for other games.

### 3. Forfeit Fees

Forfeit fees will be associated with “No-show” and “Eligibility” forfeits.

- Forfeits for sports that are more than 3v3 will be \$25 and must be paid before 3pm the next day.
- Forfeits for individual/dual and 3v3 sports will be \$15 and must be paid before 3pm the next day.

**NOTE: If forfeit fees are not paid, teams/players will not only be removed from the league but could be suspended for the semester or academic year.**

## SECTION 8: No Shows

### 4. No-Shows

- a. If a team does not show up for one of their scheduled games because of a Default or Forfeit, the Intramural Sports Staff will record a “no show” for that team.

### 5. Amount of No-Shows

- a. Any team that records “no-shows” for more than half of their scheduled games (2-3 games) will be removed from the league and replaced by a team from the Waitlist (if there are teams on the Waitlist). Ex: If a team has 5 scheduled games in the regular season and it “no-shows” to 2 or more of them, that team will be removed from the league and replaced by a team from the Waitlist.

## SECTION 9: Game Cancellations and Postponements

### 1. Cancellations of Activities

Intramural Sports activities are subject to cancellation due to unsafe facility conditions. This may include inclement weather or unforeseen circumstances which may occur in both indoor and outdoor facilities that create unsafe playing conditions. The Intramural Sports staff will make all decisions regarding playability and safety of facilities. In the event of cancellations, the Intramural Sports staff will send a text via Kipsu.

### 2. Cancellations of Activities in Progress

- a. In cases when inclement weather or unforeseen circumstances force the halt of games in progress, the specific rules of that sport will determine if each game is considered official. Please refer to the individual rules governing each sport to determine at what point the contest becomes official.
- b. In the event of lightning and/or thunder, the following will occur:
  - i. Games in progress are stopped if the Intramural Sports staff sees lightning or the lightning prediction system signals a warning. Games will not resume until the lightning prediction system clears play or the mandatory 30-minute wait time has passed with no further sight of lightning.

### 3. Postponements

The Intramural Sports staff will reschedule postponements of playoff games. Participants will receive a text via Kipsu notifying them of an update to the schedule, and teams will be responsible for checking the time of their rescheduled game.

## SECTION 10: Sportsmanship

### 1. Philosophy

All participants are expected to take responsibility for their own actions. Participants are expected to respect Intramural Sports staff, opponents, and fellow team members before, during, and after a contest.

### 2. Sportsmanship Mission

The mission of the Intramural Sports Staff is to provide a recreational environment for the University community, which is safe and enjoyable. While the game atmosphere is often competitive, ensuring participant safety, providing a fun, social atmosphere, and promoting sportsmanlike behavior among participants, spectators, and team followers are our primary concerns. The game atmosphere should remain good-natured at all times. Participants shall maintain good sportsmanship throughout their participation in all facets of the Intramural Sports Program.

### 3. Captains

The team captain is responsible for the actions of his/her team and spectators. Additionally, the captain is expected to ensure that all of his/her team members and spectators are familiar with the rules of play and the policies and procedures contained in this document. Copies of sport rules are available on the UREC website and on Fusion IM.

#### 4. Web Etiquette

The UREC staff will be monitoring content on Fusion IM and interactions with UREC social media accounts. Any comments, pictures, postings or anything deemed inappropriate by the UREC staff are subject to the following:

- Deletion of posted materials
- Removal from the league of the offending individual or team
- Immediate suspension from participation of the offending individual or team
- Referral of the offending individual and/or team captain to the Office of Student Accountability and Restorative Practices

There will be a zero-tolerance policy for anything that is demeaning, degrading, derogatory or 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 as well as social or political beliefs.

#### 5. Ejected Participants

A player who gets ejected from a contest may be asked by the Intramural Sports staff to leave the game site. Failure or refusal to leave the game site upon the staff's request may result in forfeiture of the game for that player's team. That player will immediately be declared ineligible to participate in any Intramural Sports activity until they have met with the appropriate Intramural Sports staff member. The player shall be suspended for no less than 1 week from the time of the reinstatement meeting with the Intramural Sports staff.

#### 6. Sportsmanship Ratings and Criteria

At the completion of each game the Intramural Sports staff at the site will assign each team a Sportsmanship Rating on a scale of 4.0 to 0. The Sportsmanship Rating for each game will compile an average that will dictate playoff eligibility and seeding at the end of the regular season. Those playoff eligibility requirements are outlined in Section 12 of this manual.

NOTE: Any actions by team members or spectators before, during, or after a contest may affect the team's Sportsmanship Rating for that contest.

**NOTE: Any actions by team members or spectators before, during, or after a contest may affect the team's Sportsmanship Rating for that contest.**

(4) – **Excellent:** Players cooperate fully with the intramural sports staff and opposing team members. If necessary, the captain converses calmly with officials about rule interpretations and calls.

(3) – **Good:** Team members verbally complain about some decisions made by the intramural sports staff and/or show minor dissent, which may or may not merit a conduct warning (unsportsmanlike penalty, technical foul, yellow cards, etc.). Teams that receive one conduct warning will receive no higher than a "3" rating.

(2) – **Mediocre:** Team constantly comments to the intramural sports staff or the opposing team. The team captain exhibits little or no control over teammates or him/herself. Teams that receive one ejection or two conduct warnings (unsportsmanlike penalty / technical foul / yellow cards / etc.) will receive no higher than a "2" rating.

(1) – **Below Average:** Team constantly comments to the intramural sports staff or the opposing team. The team captain exhibits little or no control over teammates or him/herself. Teams that receive one ejection and one conduct warning or a combination of three conduct warnings (unsportsmanlike penalty / technical foul / yellow cards / etc.) will receive no higher than a "1" rating and the game will be forfeited.

(0) – **Unacceptable:** Team is completely uncooperative. Captain has no control over teammates and/or • him/herself. Any team that receives two ejections or four conduct warnings (unsportsmanlike penalty / technical foul / yellow cards / etc.) will receive a "0" rating and the game and season will be forfeited.

#### 7. Rating System Extras

- a. Teams winning by default or forfeit will receive a "4.0."
- b. Teams losing by default will receive a "2.0."
- c. Teams losing by forfeit will receive a "0.0."

- d. Games that are not played due to inclement weather and/or the inability to reschedule due to time constraints, limited field spaces or any unforeseen circumstances will result in a Sportsmanship Rating for both teams.

#### 8. **Playoff Sportsmanship**

- a. A team must maintain its "2.5" average or better sportsmanship rating during the playoffs. The average will include regular season and playoff games.
- b. A winning team which receives a sportsmanship rating of "1.0" to "2.4" in a playoff game is subject to dismissal from further tournament play and should be prepared to petition the Intramural Sports Office on the next business day to remain in the tournament. If the team is allowed to advance, it must receive a sportsmanship rating of "3.0" or higher in all remaining playoff games.
- c. Any team which receives a sportsmanship rating of "0.9" points or below during the playoffs will be immediately dismissed from further tournament play and subject to further disciplinary action as a team in subsequent sports, as individuals when appropriate, or to the team captain.
- d. A losing team which receives a sportsmanship rating of "1.9" or below in their final playoff game is subject to further disciplinary action as a team in subsequent sports, as individuals when appropriate, or to the team captain.
- e. Individuals who display poor sportsmanship following a playoff contest in which their team who been defeated will be subject to suspension for upcoming Intramural Sports activities. Suspensions may carry over from one semester to the next if it is necessary.

## SECTION 11: Protests

### 1. **Protests**

Periodically, there may be grounds for a team to protest a game, match or official's ruling. Teams may protest on the grounds of a rule interpretation by the officials and player eligibility. Teams may not protest the judgment call of an official. The following procedures should be followed in regards to protests.

#### a. **Rule Interpretation:**

- a. If the ruling of the official is upheld, the team will be charged a time-out and play will resume immediately. If a team loses a protest and does not have any time-outs remaining, they will be assessed a technical foul (or equivalent) for delay of game. If the team's protest is upheld, the team will not be charged with a time-out.
- b. Any questions pertaining to rule interpretation must be posed by the participants prior to the next live ball. The rule interpretation must be resolved by the IM Sports UA in charge of that field/court.

#### b. **Player Eligibility:**

- a. The team captain must protest the eligibility of a player are required to state their intent prior to the start of their scheduled contest to the Undergraduate Assistant on duty. No protest of player eligibility will be heard after the contest has started.
- b. If it can be definitively determined that a player is ineligible to participate, they will not be allowed to do so. If a player's eligibility cannot be determined, they will be allowed to participate with the understanding their team is subject to forfeiture of the contest if found to be ineligible by the Coordinator.
- c. If either captain believes the ruling is in error, they are required to submit an Appeal Form to the Coordinator by 3:00 pm the next business day.

**NOTE: The Coordinator of Intramural Sports will rule on all protest appeals with all rulings being final.**

## SECTION 12: Playoff Information

**1. Team Eligibility**

Eligible teams wishing to participate in the playoffs in their sport must meet all of the following criteria based on the league's structure:

- a. Teams must earn and maintain at least a 2.5 Sportsmanship Rating Average for the regular season in order to advance into the playoffs.
- b. Teams must maintain at least a 2.5 Sportsmanship Rating Average throughout the duration of the playoffs. If the winning team of a playoff game falls below a 2.5 Sportsmanship Rating Average, no team will advance from that contest.
- c. When applicable (see Section 12, Article 5-1, NOTE), teams must select their position in the bracket during their designated online playoff draw period. Any team that is eligible for the playoffs and does not select their position during the online playoff draw period will be placed in the bracket according to seeding.
- d. Teams must play at least one game during the regular season. Any team that defaults every game during the regular season will not be eligible for the playoffs.
- e. Any team that records one no-show forfeit or sportsmanship-related forfeit will not be eligible for the playoffs.

**2. Player Eligibility**

- a. In order to be eligible for the postseason in an intramural sport, an individual must have his/her name and A# on the team's roster.
- b. Playoff rosters lock at the end of the last day of the regular season, and no participants can be added to any rosters after that deadline

**3. Seeding**

Eligible teams will be seeded prior to the online playoff draw (if applicable) based on the following criteria:

- a. Amount of Losses
- b. Sportsmanship Rating Average
- c. Head-to-Head
- d. Point Differential

**4. Verification Responsibility**

It is the responsibility of the team captain to verify team record, Sportsmanship Rating Average, and roster after their last regular season game and contact the Intramural Sports staff with any discrepancies by 12:00pm on the day before the online playoff draw.

**5. Playoff Brackets**

- a. The online playoff draw will occur on Fusion IM after the conclusion of the regular season. Information regarding teams' bracket selection periods will be communicated to team captains via email following the conclusion of the regular season.

NOTE: Not all leagues will have an online playoff draw. Whether or not a league has an online playoff draw is contingent upon the number of teams eligible for the playoffs in that sport. Brackets for leagues that do not have an online playoff draw will be filled based on the standard seeding structure stated in Article 3.

- b. If a team does not select its spot in the playoff bracket during its designated time, that team will be placed in an open spot in the bracket after all remaining selections have occurred.
- c. For Competitive leagues that have more than 10 teams, there will be an "A" bracket and a "B" bracket. All teams will be seeded according to the criteria in Section 12, Article 3. Teams in the top half of the seeding will go into an "A" bracket and teams in the bottom half of the seeding will go into a "B" bracket. Champions will be declared in both the "A" and "B" brackets upon the completion of the playoffs.

## Section 14: Illegal Equipment

For the safety and ease of participation, rules governing equipment and attire have been instituted. Check specific event rules for these and other instances of illegal equipment and attire. Some basic equipment requirements are as follows:

### Jewelry:

- Jewelry may not be worn during Intramural Sports events or activities.
- Participants are expected to remove all jewelry prior to the start of all Intramural Sports events. This includes all necklaces, earrings, gauges, finger rings (including wedding bands and rings), bracelets whether metal chains, ropes or rubber bands.
- Penalties will be assessed to those wearing jewelry and the penalized participants will be directed to leave the contests until the jewelry is removed.
- Once you have taken out your earrings, if there is a hole big enough to be considered a hole you will be required to tape this hole. This decision will be up to the Intramural Sports supervisors.

**EXCEPTION:** Participants who are required to wear medical bracelets, medals, or medical monitors may do so but the metal piece must be taped to the body with the medical information clearly showing and the event supervisors must be made aware of the condition prior to play beginning. Religious accessories and military tags are examples of jewelry that may be allowed. **NO OTHER EXCEPTIONS WILL APPLY**

### Clothing:

Athletic clothing must be worn for participation in all Intramural Sports activities. Intramural Sports staff will reserve the right to deem any clothing illegal prior to participation or during any contest.

- Any shorts, sweatpants, or shirts worn during Intramural sports participation may not have pockets (Exceptions allowed only if designated by IM Sports staff)
- Any individual found wearing pockets prior to the game will be ruled ineligible for that game and individuals found wearing pockets during play will be immediately ejected from that contest and will not be allowed to return.
- Individuals who have articles of clothing ripped during play will be asked to leave the field of play until they have changed out of the tattered equipment.

**Under no circumstances are pockets or zippers to be taped, stapled, or sewn and at no time will a participant be allowed to wear clothing inside out if pockets are present.**

### Uniforms:

**All Intramural Sports teams are required to have matching colored jerseys (jersey #'s required).** Jerseys may consist of actual jerseys or T-shirts of the same color with numbers displayed on the back. Pennies will only be provided if (2) two teams are wearing matching colors. Any variation to this rule will be at the discretion of the Intramural Sports Staff.

### Numbers:

Team jerseys must be the same color and must include a number unless captains are instructed differently by the Intramural Coordinator. If teams choose to have individual numbers they must be located on either the front or the back of the jersey. All major sports must adhere to the following number sequences: 0-5, 10-15, 20-25, 30-35, 40-45, and 50-55. Failure to do so will result in a default for that game and receive a loss in the team standings. No duplicate numbers on a team are allowed. Jersey's with taped numbers are unacceptable and teams who attempt to do so will default that game and receive a loss in the standings. Numbers on the jersey must be contrasting to the jersey color.

## Logos:

Just as the Intramural Sports Office reserves the right not to allow team names that are considered obscene or offensive, logos that illustrate obscene or offensive pictures or gestures will also not be tolerated.

## Hair Adornments:

- Hairpieces made of a hard or unyielding material may not be worn. These pieces include but are not limited to bobbie pins, hair beads, etc.
- Stocking hats without top attachments may be worn. All others will be deemed illegal.
- Any skull cap or bandanna which is held by a knot will be deemed illegal.
- Hair may be held in place with soft material adornments such as rubber bands, “scrunchies,” etc.

**\*Hats will only be allowed if designated by the Intramural Sports Staff**

## Indoor/Outdoor Footwear:

Proper athletic footwear is required for Intramural Sports participation.

- For outdoor activities, cleats may be worn but may not be made of metal. These cleats should be of molded rubber or be of the screw-in type. Cleats may not be made of metal, ceramics or be of the screw-on type where the screw is part of the shoe itself.
- For indoor activities, non-marking athletic shoes are required.

**\*No one shall participate in Intramural Sports activities in bare feet, socks, sandals, or any other type of open-toed shoes or boots, unless it is a sport in the pool or sand.**

## Section 15: Fusion IM Icons

When clicking on your Fusion IM button after logging in with your APSU OneStop username and password, a list of options will appear. The following are short descriptions of each of the icons you have access to.



**Register:** Here you will be able to create entire teams and join teams as a player or free agent. You can also see all the available divisions still open for play in specific sports and upcoming sports for the semester.



**My Teams:** In the “My Teams” option you can view all the teams you are currently a part of and what role you play on each team, captain, co-captain, player, etc. You can also view invitations to other teams and requests people have sent to join your teams. View your upcoming games and past games statistics.



**Schedule:** In the schedule icon, view all the games past, present, and future happening at the UREC complex.

Schedule





**Rankings:** View where your team and other teams fall in the rankings for your league and division. Plot out your spot in the playoff bracket!

Rankings



**Find a Team:** Here you can find a team to play with. You can filter your options by sport, league, and division. View each team’s schedule to see if you are available to make their games.

Find a Team



**Game Day:** Here you can view your upcoming game details.

Game Day

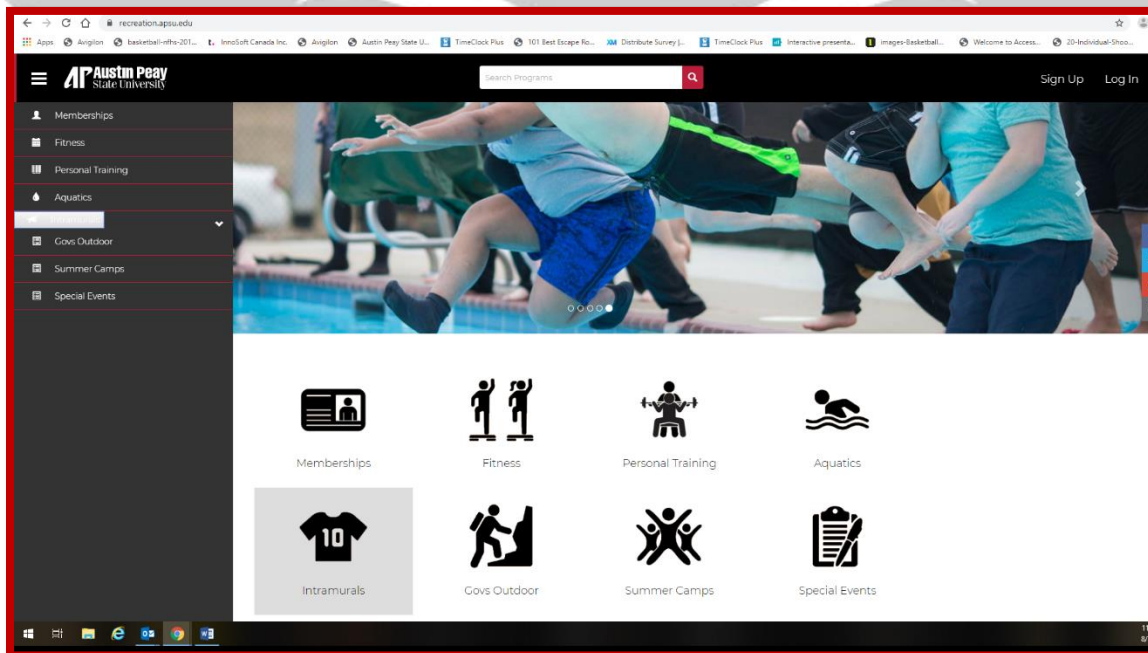
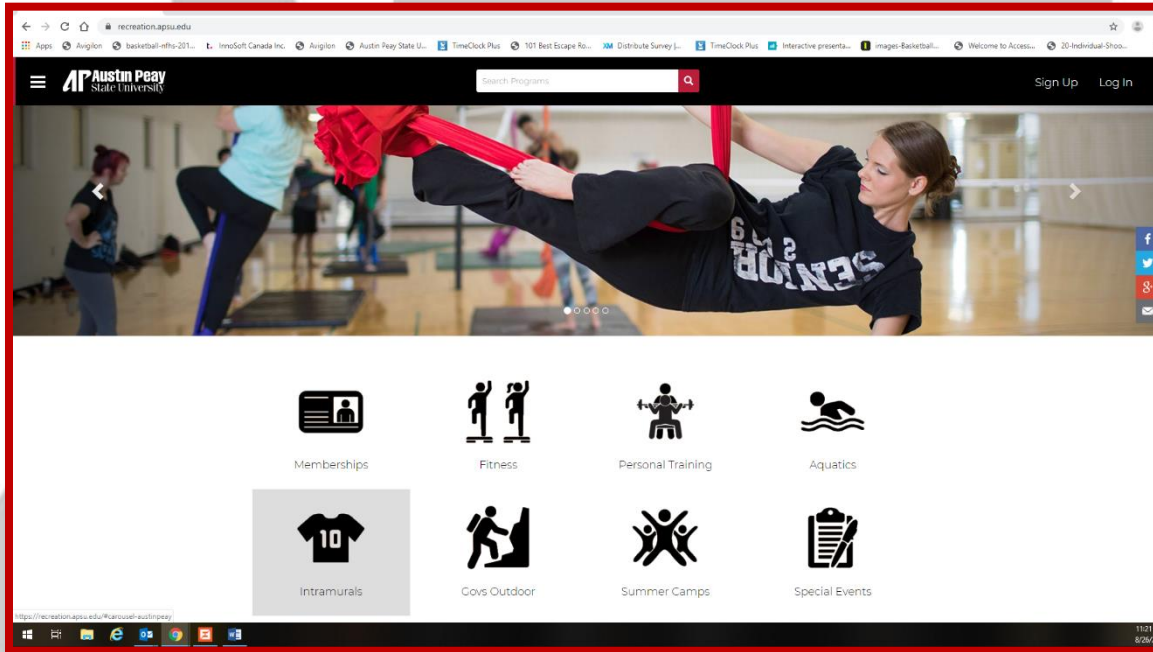
### Section 16: Intramural Fees & Payments

Student Intramural Fee	\$8 per sport per team
Faculty/Staff Intramural Fee	\$8 per sport per team
Affiliate/Alumni Intramural Fee <ul style="list-style-type: none"> <li>▪ <b>Must have a current membership</b></li> </ul>	\$15 per sport per team
NON-Member {Community} <ul style="list-style-type: none"> <li>▪ <b>Must purchase a membership AND</b></li> <li>▪ <b>Pay Community Intramural Fee</b></li> </ul>	Membership fee + \$15 IM sport fee
Intramural League Pass <ul style="list-style-type: none"> <li>▪ <b>includes 3 out of 4 team sports</b></li> <li>▪ <b>does not include CoRec teams</b></li> </ul>	\$160
Forfeit Fee	\$25

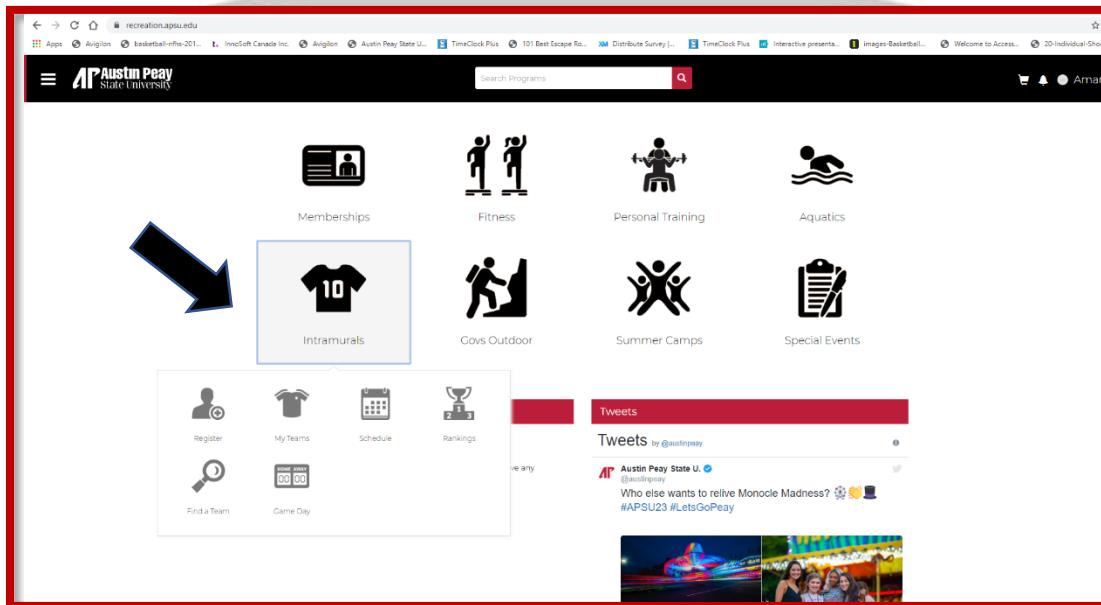
1. For players who are paying individually, upon “joining a team” OR accepting a team request, you will be prompted to pay the \$8 or \$15 fee (depending on your affiliation). \*An individual fee may only be paid ONLINE.
  - a. If you have received an invitation from the captain of your team, check your email and spam folders. Once you have found the email, click the included link to confirm your request OR log into Fusion IM, click “My Teams” and “My Invites”. Under this tab, all of your team invitations are stored and you can accept these invites from this screen as well.

## Section 17: How to Access Fusion IM

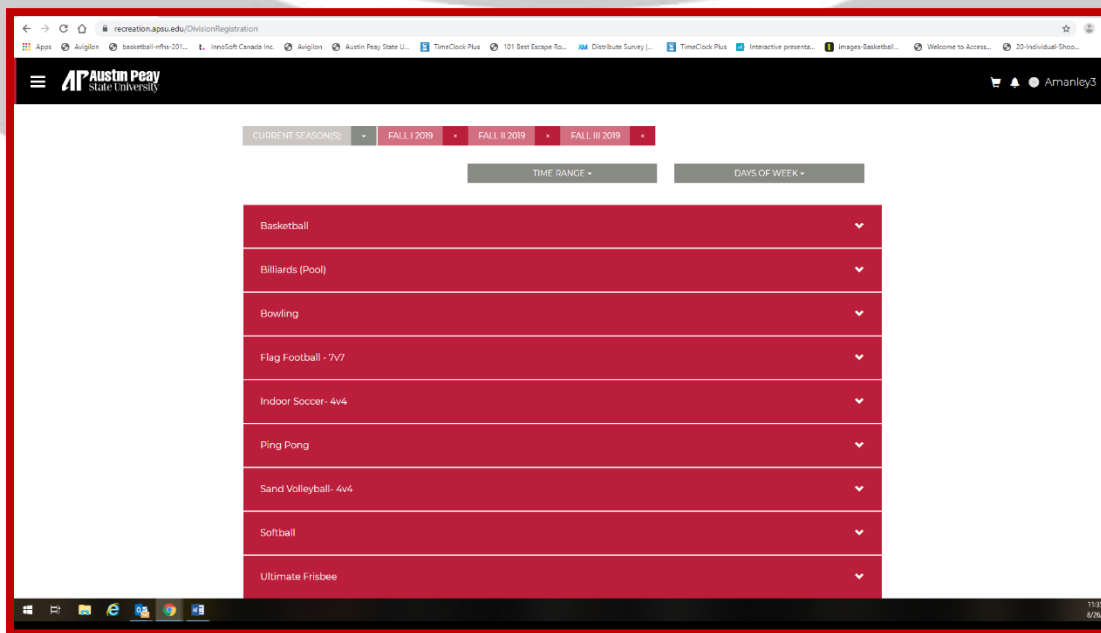
1. Visit [recreation.apsu.edu](http://recreation.apsu.edu) (do not put “www”).
2. To access Fusion IM, click on the “Intramurals” icon located in the middle of the page OR the tab that is located on the left side of the page
3. Log in using your APSU Onestop username and password



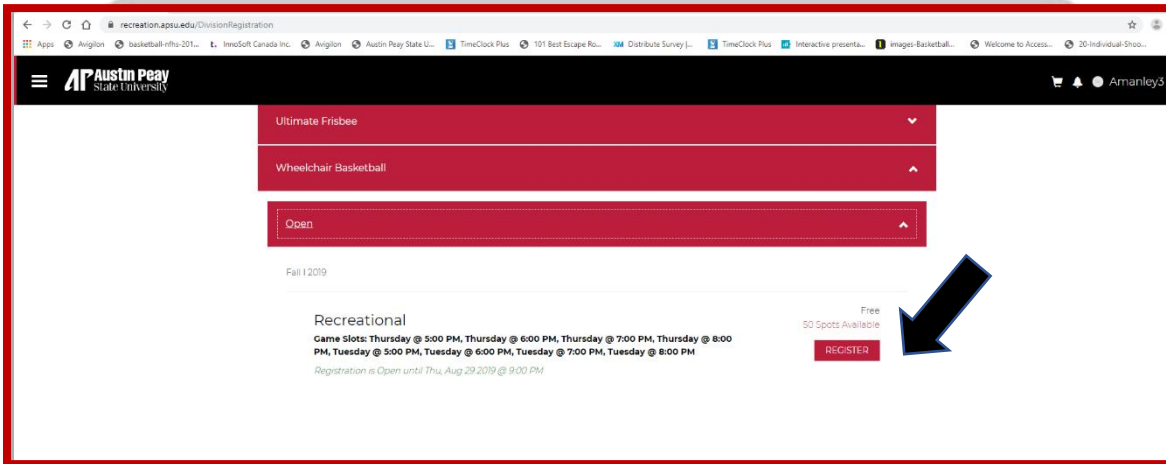
1. Once logged into Fusion IM, click on the Fusion IM icon and a menu will appear



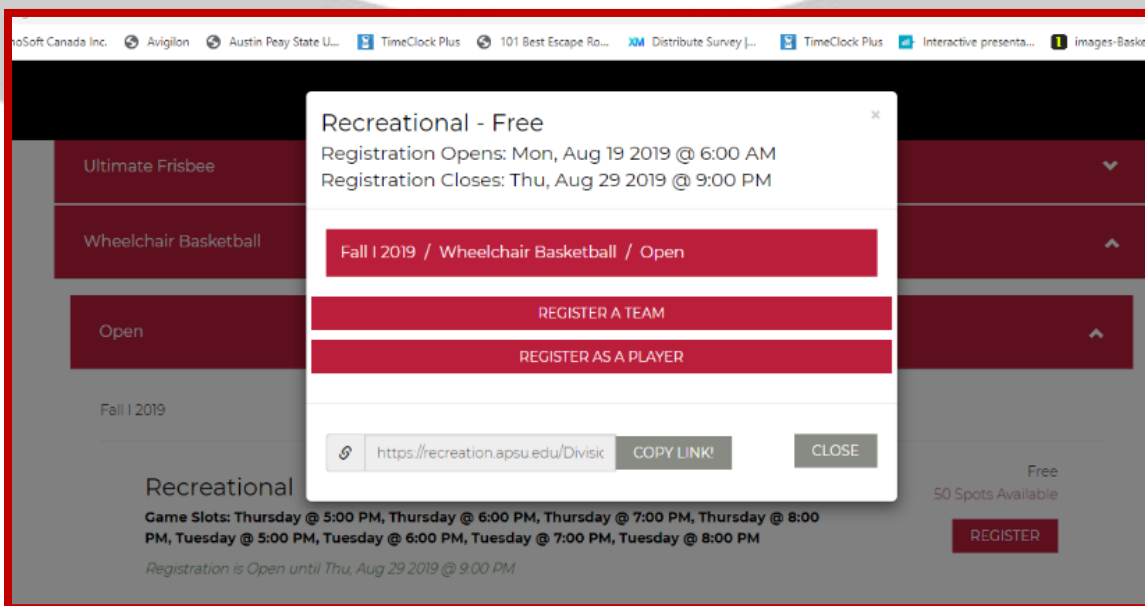
2. Click "Register" and this screen will appear



3. Once you have chosen the sport and league that you wish to play in, you will then select the division. Click on the division and then the following screen will appear.



4. You will then click the red “Register” button to the right
5. You will then choose to register as a “Player” or a “Team”.
  - a. Registering as a player will allow you to join a team that is already created or you may join as a “Free Agent”.
  - b. Registering a “Team”, you will make an entire team to play in the sport, league, day and time that you selected.



6. When you selected “Team” this screen will appear.
  - a. Name your team
  - b. Select if you wish to play on the team or not.
  - c. Choose your team color (if applicable).

d. Then click "Submit"

The screenshot shows a web browser window with a registration form for 'Recreational - Free' sports. The form is titled 'Recreational - Free' and includes the following information:

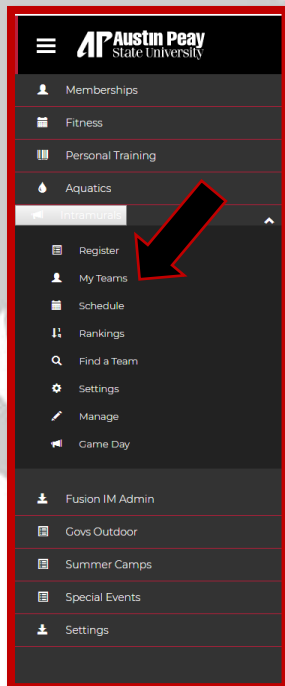
- Registration Opens: Mon, Aug 19 2019 @ 6:00 AM
- Registration Closes: Thu, Aug 29 2019 @ 9:00 PM
- Selected Sport: Fall I 2019 / Wheelchair Basketball / Open
- Button: REGISTER A TEAM
- Field: What is your team name? (with an empty input box)
- Field: Would you like to play on the team? (with radio buttons for Yes and No, where 'Yes' is selected)
- Buttons: SUBMIT (green), CANCEL (grey)
- Footer: Clarksville Campus, Jobs at APSU, and a logo for 'ATHWAY'.

7. After you have submitted your team information, you will then need to read, sign and submit the waiver.

Section 18: Managing Your Roster



1. Click the “My Teams” button from the home screen OR from the Intramurals drop down menu located on the left-hand side of your screen.
  - a. From the Home Screen



- b. From the Drop-down Menu

2. Once in the “My Teams” page, you can perform multiple actions such as: sending team invitations, view your pending rosters and see the past and current teams of which you are a part.
  - a. You can look at more details of each team of which you are a part by clicking on the team name (in red text) at the upper left-hand corner of each team card.
  - b. If you cannot accept a team invitation from the email and link that is sent to your APSU email account, you can accept your team invitations under the “My Invites” tab.

Use these 3 tabs to see your current teams and any team invitations you might have.

Click on the team name to enter each team for more details such as **viewing your entire roster and pending invitations.**

The screenshot displays the 'My Teams' page. On the left, there are two sidebar sections: 'Seasons' with options for 'All Seasons', 'Fall I 2019', 'Fall II 2019', and 'Fall III 2019'; and 'Sports' with options for 'All Sports', 'Basketball', 'Billiards (Pool)', 'Bowling', 'Flag Football - 7v7', and 'Indoor Soccer- 4v4'. The main content area has three tabs: 'My Teams', 'My Invites', and 'My Requests'. A team card for 'Scared Hitless (Sand Volleyball-4v4)' is highlighted, showing details like 'Co-Rec Recreational', 'Next Game: Wednesday, September 11, 2019', '6:00 PM @ Sand Volleyball Court 1', and 'Captain: Anja Shelton'. A 'GAMES' dropdown menu and 'Your Role: Captain' are also visible. Two callout boxes with arrows point to the 'My Teams' and 'My Invites' tabs, and another callout box points to the team name 'Scared Hitless'.