

INTRAMURAL SPORTS PARTICIPANT'S HANDBOOK

2021-2022

Welcome to the Intramural Sports Program!

This handbook has been created in order to give our participants a single destination to find all of the policies and procedures governing the intrmamural sports program. Although we inend this handbook to be comprehensive, it may only be updated on a yearly basis. Participants will be notified of changes or updates to the policies and procedures via email in the time between publications. Please note, this handbook does not contain the rules for each intramural activity. Specific rules for each activity can be found on IM Leagues. If you have any questions regarding specific policies or procedures that are listed in this handbook, or if you have any suggestions for additional areas you'd like to see included, please contact me directly. I hope that you enjoy your experience as a participant in the Intramural Sports program!

Sincerely,

Stephen D'Alessandro
Intramural and Club Sport manager

2021-2022 Contact Information

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Assumption of Risk

By registering for/accepting an invitation to participate in any Intramural Sports activity, you understand that:

- Inherent risks are associated with every recreational activity, including participation in intramural sports, and that the potential for personal injury exists.
- You are voluntarily assuming the risk for personal injury by participating.
- You are advised to possess a personal health insurance policy to assist with medical bills incurred as a result of any injuries you sustain while participating in intramural activities.
- You are advised to visit your physician for a pre-participation physical examination to determine your readiness to participate in intramural activities.
- Fordham University is not financially responsible for any medical bills incurred as a result of injuries you sustain while participating in intramural activities.
- The Intramural Sports program will not have medical experts available to answer specific questions related to participation with injury or illness.
- Individuals who are suspected of sustaining a head injury/concussion will be immediately removed from intramural participation and may not return to participation in any intramural sports activity until cleared by a physician.

COVID-19 Safety

Although we hope to make a full return to normal activities soon, it is possible that some COVID-19 safety guidelines will continue to exist in our program depending on the conditions that are prevalent at the time our activities are conducted. If necessary, all participants will be expected to follow all COVID-19 safety guidelines set forth by Fordham University, the local Health Department and our program. Any specific COVID-19 safety rules and/or activity modifications will be shared with all participants prior to the start of each activity and will be included in the Intramural Sports COVID-19 rules document that is available on IM Leagues. Rules/modifications may include but are not limited to: a requirement for the use of masks; social distancing/a restriction of contact/close-contact activities; a restriction on group celebrations; any other activity modifications as are deemed necessary.

By registering for any intramural activity, participants agree to familiarize themselves and cooperate with any guidelines that are in place at the time of the activity. Intentional and/or repetitive violations of COVID-19 safety rules will result in removal from intramural activities and a referral of the offending individual to the Dean of Students.

THIS IS A RELEASE OF LEGAL RIGHTS. READ THOROUGHLY BEFORE AGREEING TO TERMS.

General Information

All students and faculty/staff are encouraged to participate in as many intramural events as possible. However, participants are expected to behave in a mature, sportsmanlike manner. To encourage this kind of atmosphere, the following rules will be enforced:

- Any player ejected from an Intramural contest is automatically suspended from all intramural activities and must meet with the Intramural and Club Sport Manager before being reinstated. The Intramural Sports program reserves the right to impose additional suspensions from intramural activity pending the result of the meeting.
- Any player or spectator making physical contact or threatening an Intramural staff member will be immediately suspended from all Intramural activity indefinitely and must meet with the Intramural and Club Sport Manager before being reinstated. That person may also be referred to the Dean of Students.
- Playing under an assumed name/using someone else's ID/myFordham credentials to check in constitutes a blatant violation of the Honor Code. Such violations will be referred to the Dean of Students for action.
- Alcoholic beverages, drugs, and tobacco products are strictly prohibited in any facility and any participant playing under the influence will be immediately ejected and referred to the Intramural and Club Sport Manager. Captains are responsible for the behavior of their players, as well as their spectators. Ejected participants may also be referred to the Dean of Students.

How to Become Involved

All intramural activities are offered to students and faculty/staff at no charge. Registration for all intramural events is done online through IM Leagues. To become involved, visit the IM Leagues page, find the event that you would like to participate in, familiarize yourself with the policies and rules for that event, and follow the instructions to create your team/register yourself.

All other players listed on your entry form will receive an email informing them that they have been listed as a member of your team. Each player must follow the instructions in that email to confirm their participation on your team before they will be listed as an active member of your roster. Your team will not be approved until the minimum number of participants required to compete in the league/event have accepted the invitation to participate on your team. Entries that do not have the minimum number of participants confirmed by the entry deadline will not be included in the event, so it is important to follow up with your teammates to make sure they confirm their participation! Information regarding the minimum number of participants for each event is included in that event's information packet, which is available on IM Leagues.

Free Agents

Students having trouble finding a team to play with may register themselves as a free agent on IM Leagues. Likewise, team captains looking to add additional players to their rosters can browse the registered free agents on IM Leagues or may leave their teams "open" for free agents to join. Captains may elect to allow free agents to join their teams with or without permission from the captain. Free agents may also create their own teams and leave them open for any other interested students to join.

Roster Requirements

Only individuals listed on the original roster or those officially added via IM Leagues or through a One-Night Waiver are allowed to participate. Dropping/adding players via either method to a team roster is allowed through the last day of the regular season for each league. Because the last day of the regular season can vary depending on a number of factors, team captains will be notified via email of the final date for drop/add at least one week in advance of the end of the regular season. Closing rosters prior to post-season competition prevents teams from stacking their rosters and ensures fair competition. Team captains can manage their rosters online via IM Leagues during the listed add/drop periods only. Except for those individuals utilizing a one-night waiver, players listed on a roster will not be allowed to participate until they officially accept the invitation to join a team. Teams re limited to the number of roster spots available on the entry form.

On-Site Check-In Procedures

All participants in intramural sports activities are required to check in to the activity upon arrival to the facility and before entering the playing area. Participants must show their completed daily screening with the appropriate date and their Fordham ID to the scorekeeper for their game. A screen shot of a previously completed daily screening will not be accepted. Participants are asked not to enter the activity area until they have been officially checked in and screened by a staff member.

Uniforms

Uniforms are required to participate in most leagues. A legal uniform consists of a numbered T-Shirt or jersey with the following guidelines:

- Must have a clearly visible and easily identifiable number on the front OR Back.
- Each member must have a different number.
- In all leagues except volleyball, team members must wear shirts/jerseys/pinnies that are closely matching in color.
- Numbers may be drawn, painted or screen printed onto a shirt. Numbers may NOT be taped on.

Plan ahead. You must have proper uniforms for all games (even the first one). If you would prefer to have custom jerseys, here are some local companies that you can order shirts from:

- Felix Custom T-Shirts, 646-236-2548
- Frank's Sports, 718-299-9628

Competition

In order to meet the varying needs and preferences of students, some sports are offered to men and women in separate divisions, while others are offered in an open format. For some leagues with open divisions, any combination of male/female participants may play on the same team. Although it is not required to have at least one person of each gender on an open-division team, teams who do not have a mixed-gender roster are encouraged to consider registering for the men's or women's leagues, if available. There are no rule modifications for teams that compete in the open division compared to the rules for teams that compete in the men's/women's divisions.

In league play, Intramural Sports will attempt to provide each team/individual with at least five league games. Although all teams may not qualify for playoffs, all teams will be eligible for playoffs, provided that they do not reach a rating of -3 or lower during the course of the regular season, and they finish the regular season with a sportsmanship rating average of at least 2.5. Specifics regarding playoff qualification will be discussed at each league's organizational meeting, are subject to change, and are at the discretion of the Intramural and Club Sport Manager.

Mercy Rules and Max Point Differentials

Intramural Sports has mercy rules and maximum allowable point differentials in place for most of our leagues. Mercy rules are categorized as either automatic or elective.

Automatic Mercy = Neither team has the option to continue playing. Once the set conditions are met, the game is over.

Elective Mercy = The captain of the team that is trailing will be given the option to discontinue the game once the set conditions are met. Only team captains can make the decision to discontinue a game. If the team that is trailing elects to continue playing, the game shall continue to its conclusion OR until the conditions for an automatic mercy are met. When the elective conditions are met, the officials shall call an official's timeout, stop the clock and inform the captain of his/her choices. Play will resume from the point of interruption or in accordance with the regular resumption of play rules.

Max Point Differentials = For most of our leagues, standings are determined by total wins, total point differential, sportsmanship rating, and a number of other factors. While the inherent objective of each team is to outscore
their opponent, there are certain times when there is clearly a mismatch in the talent levels of opposing teams. To discourage teams from running up the score on their opponents or manipulating matches, a maximum point differential is in place for most leagues. For games where the max point differential is exceeded, the scoresheet will reflect the actual score of the game, but the final result that is entered on IM Leagues will be manipulated to reflect the maximum point spread. In all cases, the score of the winning team will be manipulated accordingly.

Basketball	Automatic: Team is trailing by 25+ points w/<2' left in the 2nd half Elective: Team is trailing by 35+ points at any point in the 2nd half MPD: 25 points
Volleyball	Automatic: None Elective: None MPD: None
Football	Automatic: Team is trailing by 19+ points w/<2' left in the 2nd half Elective: Team is trailing by 37+ points at any point in the 2nd half MPD: 19 points
Soccer	Automatic: Team is trailing by 10+ goals w/<5' left in the 2nd half Elective: Team is trailing by 10+ goals at any point in the 2nd half MPD: 10 goals

Sportsmanship Rating System

General Guidelines
Intramural Sports at Fordham University is committed to fostering a safe, healthy, and fun atmosphere for all participants during Intramural Sports competition. We expect our participants to be on their best behavior and to hold their teammates accountable for promoting good sportsmanship. Respect for teammates, opponents, officials, and all members of the Intramural Sports staff is imperative for the enjoyment of competitions by all participants. For these reasons, a Sportsmanship Rating System shall be implemented for all regularly scheduled team sports.

At the conclusion of each contest, the officials and scorekeeper will assign a score to each team based on the behavior, actions, and attitudes exhibited during the course of play. In all cases, the Intramural Sports staff may provide input which could raise or lower an assigned rating. Teams may also view their sportsmanship ratings in the league standings on IM Leagues.

Behavior before, during, and after an intramural contest will be factored into each team's rating. It is the responsibility of the team captain to inform his/her teammates and spectators about the rating system. Ratings will be given in whole numbers on a scale of 0-4. Teams must maintain a minimum 2.5 rating in order to become eligible for post-season competition. Teams must also maintain this rating during playoffs in order to advance.

Sportsmanship Rating Criteria
The Sportsmanship Rating System is based on, but not limited to, the following criteria:

(4.0) Four: Excellent Conduct and Sportsmanship

- Team members cooperate with and demonstrate good sportsmanship toward teammates, opponents, and all members of the Intramural Sports staff.
- Team captain exhibits control over his/her teammates and spectators; he/she converses calmly and rationally with officials regarding the interpretation of calls.
- Team members demonstrate proper respect for all equipment and the facility.
- Team members honor the spirit and intent of the intramural sport game rules and/or program policies.
- Team members accept judgement decisions made by the officials during the contest.
- The minimum number of team members needed to start the contest are present, checked in, and ready to play at least 5 minutes prior to game time. Teams who do not meet this standard are ineligible to receive a 4.0 rating.

(3.0) Three: Good Conduct and Sportsmanship

- Teams begin at this level, and if no positive or negative actions occur, the team will receive this score.
- Team members exhibit good conduct and sportsmanship for the majority of the contest.
- Team members verbally complain about some decisions made by officials and/or show minor dissension which does not merit a technical foul/unsportsmanlike conduct penalty. Teams who receive one technical foul/unsportsmanlike penalty may not receive higher than a 3.0 rating.
- Team members do not show aggressive dissent toward the Intramural Sports staff or the opposing team.

(2.0) Two: Below Average Conduct and Sportsmanship

- Team shows verbal dissent toward officials and/or the opposing team which may or may not result in a technical foul/unsportsmanlike conduct penalty. Teams who receive multiple technical fouls/unsportsmanlike conduct penalties may not receive higher than a 2.0 rating.
- Team captain demonstrates minor control over teammates/spectators and/or does not actively promote good sportsmanship.
- Team members occasionally use profanity, although it is not directed toward staff/opponents.
- At game time, the team is not able to produce the minimum number of participants, resulting in a forfeit. The opposing team will automatically receive a 3.0 rating in this situation.

(1.0) One: Poor Conduct and Sportsmanship

- Team members continuously show dissent toward staff/opponents or use abusive/inappropriate language toward staff/opponents.
- Team members are continuously “trash talking” opponents and/or intimidating staff/opponents or playing dangerously/maliciously.
- Team captain is unresponsible and uncooperative in helping staff members to control teammates.
- Teams that have a player ejected may not receive higher than a 1.0 rating.

(0.0) Zero: Disqualifying Conduct and Sportsmanship

- Threatening/making physical contact in an aggressive manner toward staff/opponents.
- Team members are out of control, intoxicated/under the influence of alcohol and/or drugs, or show a complete disregard for authority.

- Team captain shows no control over the actions of his/her teammates.
- Multiple players are ejected from the contest.
- A team member misrepresents him/herself by using another student's Fordham ID.
- Team members damage/attempt to damage equipment or the facility.
- Any team whose member(s) take part in a fight, instigates a fight, or throws a punch (whether connected or not) will receive a 0.0 and those individual players will be indefinitely suspended from all Intramural Sports events. Those members must meet with the Intramural and Club Sport Manager before they will be allowed to resume participation in any intramural sports events. Any team that receives 0.0 is subject to disqualification from participation for the remainder of that sport and possibly the semester or academic year. All players on a team receiving a 0.0 may be put on probation or suspended indefinitely and may be subject to further sanctions through the Dean of Students.

Sportsmanship Ratings & Post-Season Play

Teams must maintain at least a 2.5 rating throughout playoffs in order to advance. However, teams that are assigned a rating a 1.0 in a postseason contest will not be advanced until a review is completed by the Intramural and Club Sport Manager; teams that receive a rating of 0.0 during playoffs will not be allowed to advance. In all cases, Intramural Sports reserves the right to deny any team the opportunity to advance in the postseason, regardless of the outcome of the game and/or the team's average sportsmanship rating, if the team's behavior is determined to be egregiously inappropriate. All evidence will be considered before a judgement is rendered and all decisions are final. Appeals will not be heard for postseason decisions that affect a team's ability to advance.

Special Notes Regarding the Sportsmanship Rating System

- Teams that are suspected of intentionally losing games in order to secure a more favorable seed or placement into a less-competitive bracket will be automatically disqualified regardless of the outcome of the game.
- Any team that receives a rating of 1.0 more than once at any point in the season must have their captain schedule a meeting with the Intramural and Club Sports before their next scheduled game.

Appeals

Teams who disagree with an assigned sportsmanship rating may have their captain submit an appeal to the Intramural and Club Sport Manager. An email should be sent to sdalessandro@fordham.edu by 1pm on the following day and should include the team's name, the date/time of the game, and a thorough explanation of the reason for the appeal. The team captain will be contacted within one week to inform him/her of the result of the appeal. Postseason appeals will not be considered.

Forfeits and Cancellations

Cancellations and forfeits are each assigned negative point values – cancellations count as -1 and forfeits count as -2. Any combination of forfeits/cancellations that amounts to a score of -3 will result in that teams' removal form all future game schedules. Please note: teams that reach a score of -3 will not be assigned any new games, but they are still expected to play any remaining scheduled games unless they specifically request to cancel those games.

Rescheduling is not allowed. If teams wish to cancel a scheduled game, they must provide at least 24 hours business notice (i.e. by 5 p.m. on the weekday prior to the scheduled competition) to the intramural sports office in person or via email/voicemail. The cancellation will be counted as -1 against the team and no fine will be issued. Forfeits count as wins/losses in the official league standings. However, games in which one team is issued a forfeit, but a replacement team is scheduled to avoid a total cancellation of the contest will not result in an automatic extra win being given to the opponent of the forfeiting team.

Late Arrivals

Participants are respectfully asked to make every effort to attend scheduled game, and to show up to the facility at least 5 minutes prior to the scheduled game time. The Intramural Sports staff on duty will have discretion on whether to allow/disallow teams who show up late from playing the match. Games will not be started late if more than 10 minutes has passed since the originally scheduled game time, or if, in the opinion of the Intramural Staff, the late start would cause a delay in the start of the next game/would exceed the end time of the facility reservation.

Forfeited/cancel games will NOT be rescheduled, and forfeited games will count as wins/losses in the standings in accordance with the aforementioned rules regarding forfeits. Game clocks may be started at the discretion of the Intramural Staff on duty and time will not be added to the clock. Additionally, if the minimum number of players required to begin a game are present, the game is required to start. Teams may not elect to further delay the start of a game in order to wait for additional players.

Protest Information

Protests may be filed over eligibility of a participant or misinterpretation of a rule. Protests concerning the judgement of an official(s) will not be heard. See individual intramural entry materials for detailed procedures.

One-Night Waivers

Team captains can elect to add any eligible Fordham University student, faculty or staff member to their team immediately prior to the start of any league game, regardless of their roster status with the team or any other team in the league. Team captains must work with the individual to complete the waiver request form and the individual must complete the aforementioned on-site check-in procedure before participating. The following restrictions apply:

- Only one non-roster individual may be added to a team per night. That individual may participate in all scheduled games for that team on the night the waiver is completed.
- Each individual may only participate on one additional team per night of competition.
- One-night waivers do not affect the roster status of the individual. Captains who wish to make changes to their rosters must still do so using the regular drop/add procedure.
- Teams may only add players if existing team members are not present at game time OR if a team has empty spots on their roster (of the required gender, where applicable).
- Once a game has started, all late players may only sign in if the maximum number of players allowed on the roster (and/or gender, where applicable) has not been reached.
- Players must be in compliance with all existing eligibility restrictions in order to be added to a team.
- Players are only allowed to use one-night waivers during the designated drop/add period. At the conclusion of the drop/add period, individuals will be locked onto whatever roster they are listed on.

Scheduling

For all intramural leagues, teams will only be officially scheduled to play in one game per week. If teams wish to participate in additional games, there are two options available: open game requests or submitting an extra game request. Captain's will receive instructions for requesting extra games in a weekly email every Tuesday during the regular season. Captain's will also receive instructions for requesting open games when they are available. Each option will be explained in further detail at the mandatory organizational meeting that precedes the start of each league.

Schedules are posted on Fridays by 2:00pm on IM Leagues. Participants will also have the option to receive push notifications from IM Leagues to remind them of upcoming events that they are registered for. Initial preferences are entered during the account creating process, but may be updated any time on IM Leagues. It is solely the responsibility of the participants to find out when they are scheduled to compete.

The schedule will consist of several weeks of round-robin play, followed (in most cases) by a single-elimination tournament for each level of competition to determine champions. All teams that maintain at least a 2.5 overall sportsmanship rating during the regular season will be eligible for inclusion in the playoffs. Teams may be marked as ineligible for playoffs if they have not played enough games, which will be determined by the Intramural and Club Sport Manager.

Participation Eligibility

Certain restrictions apply to varsity and club sport athletes when attempting to compete in comparable intramural sports. Varsity/Club sports that are considered comparable are listed below:

Varsity/Club Sport	**Intramural Sport**
Basketball	Basketball
Football	Flag Football
Volleyball	Volleyball
Soccer	Soccer

For all comparable sports listed above, varsity/club athletes are ineligible to participate in the corresponding intramural sport(s) (if offered) for the academic year if:

- The athlete is listed as a member of the varsity/club sport for a full season OR
- The athlete is listed as a member of the varsity/club sport beyond the 4th full week of schedule activities/competition OR
- The athlete has participated in/been made available for at least 3 scheduled events/competitions OR

- The athlete is a professional, as recognized by the NCAA/AAU or the governing body for that particular sport.

In this instance, ineligible athletes may return to intramural competition in the succeeding academic year.

For all comparable sports listed above, varsity/club athletes are ineligible to participate in the corresponding intramural sport(s) for the current semester if:

- The athlete removes him/herself from the team prior to the start of the 5th full week of scheduled activities/competitions OR
- The athlete has participated in/been made available for fewer than 3 scheduled events/competitions OR
- The athlete can provide documented proof of an injury/illness/medical condition that has prevented him/her from fully participating in team activities for a significant portion of the season OR
- The athlete is removed from all official varsity/club rosters prior to reinstatement.

In this instance, ineligible athletes may return to intramural competition in the succeeding semester.

All contests that an ineligible player participates in will result in the immediate suspension of that player, removal from the team roster, and the forfeiture of wins for all games he/she participated in.

Employment with Intramural Sports

Intramural Sports is always seeking talented, motivated young men and women to work as intramural officials. These positions offer highly active, highly engaging opportunities and afford students the chance to learn marketable skills that can translate into employment in related fields outside of the college setting. Some basic information regarding employment with the intramural sports program:

- Employees are scheduled on a week-to-week basis. During busier seasons, employees may be asked to work more. During quieter times of the year, hours may be more limited. New employees are also required to attend training sessions for each sport they are required to work, but only during the first season of employment in the sport. These training sessions are in addition to your regularly scheduled shifts, and typically occur early in each semester. You will be paid for your attendance at all training sessions.
- Employees are encouraged to participate in the intramural sports program while they are employed! We strongly believe that by exposing yourself to "the other side", you will gain a deeper appreciation for the difficulties inherent in officiating, as well as assisting us to advocate for our program. Participation also gives you the opportunity to model respect for your fellow employees and sportsmanlike play. However, we do ask that if you participate while you are employed, you do so with the realization that the more participate in, the more likely you are to encounter conflicts. We do our best to avoid work/play conflicts, but they are unavoidable at times. In these cases, we ask that you prioritize work over play, unless you are unable to find a substitute for the time you are scheduled to play.
- Applicants do not need to have any prior experience officiating in order to be considered for employment. While experience is nice to have, we generally consider other factors beyond experience first when making final hiring decisions. Personality, intrinsic motivation, a desire to continually learn and improve, receptiveness to feedback, a positive attitude…we'll take. A good person over an experienced person any day! If you feel that you have the aforementioned abilities and personality traits and you enjoy a challenge, we are confident in our ability to teach you to become a great official.
- To apply, email the Intramural and Club Sport Manager (sdalessandro@fordham.edu) with your resume, a cover letter, your availability (between 6pm-12am), any outside commitments and how much longer you have on campus.

Think you've got what it takes to be an intramural sports official? Please consider applying!

We'd love to have you on our team!