

# Intramural Sports Handbook

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# Intramural Current Handbook

## Our Mission

Our mission is to provide a fun and competitive environment to the entire NSU population, including students, faculty, and staff while encouraging campus engagement, diversity, respect, inclusion, and a sense of sportsmanship. Our program is meant to welcome everyone within the NSU community who is looking to expand their horizons, meet new people from diverse backgrounds, and compete in various sports at different levels while having fun and making new unforgettable memories.

## About Intramural Sports

In providing Intramural Sports, Recreation and Wellness, a division of Student Affairs, provides the University community with various sports opportunities to accommodate participation at all skill levels. Games, leagues, and tournaments are offered in various formats (competitive, recreational, and co recreational leagues) for both men and women. This Handbook has been designed to provide information for individuals and teams participating in Intramural Sports. The policies and procedures discussed in detail throughout this Handbook are essential to understanding what it means to successfully participate in Intramural Sports at Nova Southeastern University. Campus Recreation is committed to upholding an environment that is free of discriminatory activities based on race, religion, sex, age, marital status, and physical or mental abilities.

## Responsibility

It is the responsibility of every participant, especially a captain of a team, to know the policies and procedures of the Intramural Sports Program. Ignorance of any rule, policy or procedure is not an excuse for failure to comply. Participants must uphold the rules and policies within this Handbook and the NSU Code of Conduct from the time they enter the premises of an intramural contest to when they leave. In addition, Intramural Sports reserves the right to change any policies and procedure throughout the year if deemed necessary. Participants will be notified if changes occur, but it is the participant's responsibility to educate themselves to those changes. Any questions about policies and procedures can be referred to the Program Assistants at [so559@nova.edu](mailto:so559@nova.edu) and [ac4234@nova.edu](mailto:ac4234@nova.edu) and/or Assistant Director of Intramural Sports at [cbettenc@nova.edu](mailto:cbettenc@nova.edu).

## Eligibility

Currently enrolled NSU undergraduate and graduate students, full time Faculty/Staff who have current Rec Well memberships, and NSU regional campus students with a membership are eligible to participate in any Intramural leagues and tournaments.

The following are NOT eligible for Intramural Sports:

- Rec Well Members who are not Students, Faculty or Staff
- Temporary employees of NSU
- Adjunct professors of NSU
- NSU Alumni
- Sponsored RecWell members

## Current Varsity Team Members

Nova Southeastern University varsity athletes are ineligible to compete in their sport or any related sports (i.e. current baseball players may not play softball). Any member of a varsity team who suits up

for a contest or whose name appears on a team roster is ineligible for the remainder of the school year in that sport or related sport. Non-scholarship practice players and players who participated in try-outs are not considered current varsity players.

### Ex-Varsity Athletes

Prior to competing in any Intramural sport or related sport, varsity athletes from any college or university must not be on a current college varsity roster and must be ONE FULL SEMESTER removed from playing sport.

### Professional Athletes

Anyone who has competed in a sport at a semi-professional (such as G-League, professional Practice Squad, etc.), professional or international level shall be ineligible for Intramural competition.

## Intramural Format

### Team Sports

A round robin or pool play structure will be used during the regular season in each division per league. Playoff tournament structure will be single elimination. Tournament structures will vary depending on special circumstances such as number of teams and facility availability.

### Individual/Dual Tournaments

Tournaments will typically be single elimination, but may vary depending on special circumstances and the number of entries. Tournament seeding will be drawn at random.

## League Organization

There are three leagues of competition offered: Open Competitive, Open Recreational and Co Recreational. All NSU male and female undergraduate and graduate students, as well as male and female faculty/staff who have a RecWell membership are eligible to participate. All leagues will have officials, scoreboards, updated standings, playoffs, and eventually a champion. The only difference between the leagues is the skill level or what people are looking to get out of it. The Intramural office may combine the leagues into one depending on the number of teams that register for each level of play. A participant may only participate for one team in each different league per season. If a player hasn't played for one team, they are able to switch to another. However, if they have already played for a team, they are not allowed to switch. However, there may be exceptions made to this rule and they must be discussed with the Program Assistants and Assistant Director of Intramural Sports to make a final decision.

## League Levels

- Co-Rec: Teams are composed of a specific number of male and female players on the field/court at same time and a specific ratio must be followed. Individuals and teams in this division compete on a recreational basis with the emphasis on having fun and socializing with other students. Skill level varies from beginner through advanced, although usually the beginner side, but can depend on the team.
- Open Recreational: Any number of men or women are allowed to participate at once. Teams can

be all men, all women, or any combination of the two. Skill level is usually beginner to moderate and the emphasis is similar to Co-Rec on having fun, socializing with other students, and just playing the sport.

- **Open Competitive:** Like Open Recreational, any number of men or women are allowed to participate at once. Open Competitive is the most competitive league, hence the name, and although skill levels can range from beginner to advanced, the skill level is usually moderate to advanced. Despite the competitiveness, this league is still built around having fun and socializing with other students.

## Tie-Breaking Procedures

In determining playoff seedings, the following system will be used when teams finish the regular season with identical win/loss records:

1. Record
2. Point Differential
3. Head to head
4. Sportsmanship Rating

## Intramural Policies and Procedures

### Registering a Team

All teams must be registered and accepted through IMLeagues during the proper league or tournament registration period. Registering teams must meet the following requirements:

1. Captains must complete the Captains' quiz (when applicable)
2. Captains may have the opportunity to preselect the times during the week that they prefer to play (Note: not all requests may be met). Likewise, the Divisions themselves may be time choices, allowing for an easy selection of preference.
3. All participants who are students must use their Mynsu.nova.edu when registering on IMLeagues. Staff and faculty must use their Nova.edu. No other emails will be accepted on IMLeagues.
4. In order to be scheduled into a league, teams have until the end of the registration period to meet the minimum roster requirement (if applicable).
5. Teams registering later than the registration deadline or without meeting the minimum roster requirement will be added to the league waitlist, and will be offered entry into the league if a spot becomes available.

### Registering Players to a Team

Teams will be allowed to add players to the team throughout the duration of the regular season only, not during the playoffs. All roster additions must be completed through IMLeagues and players must be added by 2:00pm of any gameday in order to participate that night. Players cannot be added to the roster at the field/court/etc.

### Release of Liability Waiver

In order to participate in any Intramural sport, each participant must have read and signed a Waiver and Release of Liability Form prior to participating. This form can be read and signed on IMLeagues during the process of creating an account.

## Captains' Meeting & Quiz

Team captains will be required to review a "Captains Meeting" informational packet at the start of each season of sports leagues. After reviewing that packet and any additional rule packets, all team Captains must complete a mandatory Captains' quiz prior to registering a team. This quiz is to demonstrate a full understanding of Intramural policies and procedures, as well as specific rules for that sport or event.

## Check-In Procedures

Players must check in to be eligible to play. If players are found to be playing without having checked in, the proper penalties/fouls will be awarded. There are two different ways of checking-in for games.

- Identification Type 1: SharkCard

- Identification Type 2: IM account QR code along with Photo ID, Picture of Photo ID, OR Driver's License. In order for this method to be valid, the QR code MUST be presented with a photo ID.

Instructions on how to get to the QR code are found below.

- Once the app has been downloaded and you have logged into your account, you will see 4 options at the bottom of the screen, with the far right being "Me". If you select this, from the menu you will see "Virtual ID Card", which will display the QR code.

## Team Jerseys

Teams are required to wear color-matching jerseys with visible numbers on the back or front (no taped-on or pinned-on numbers will be permitted). Jerseys will be provided for players to use during Intramural contests, however, teams are encouraged to provide their own color-matching jerseys. Certain jersey check in/out procedures may be implemented depending on the sport in order to make the process flow smoothly. Failure to comply with said procedures may lead to lowering the entire team's sportsmanship rating, suspension, and even termination from the league. If participants are found to be stealing jerseys, proper disciplinary action will be taken.

## Scheduling

Since Team Captains have the ability to sign up for divisions with certain dates and times prior to the season, game rescheduling will be limited. Teams may not postpone or cancel games by agreement, all incidences must go through the Intramural Office.

Playoff games will be even more restrictive, and League Finals will not be rescheduled. The Intramural Office reserves the right to reschedule games when necessary. All changes will be posted on the IMLeagues website and the captain will be notified.

## Inclement Weather

Unfortunately, Intramural Sport games can be impacted by the weather. We reserve the right to cancel, postpone, or reschedule games due to inclement weather. When inclement weather arises, the Intramural Sports staff will send out cancellations via IMLeagues. Regular season games canceled due to inclement weather may not be rescheduled due to the limited amount of time and space to play. When playoff games are postponed due to weather, the Intramural Sports Staff will make every effort to make up all remaining games in the playoff tournament. Playoff brackets will be updated on IMLeagues to reflect the updated dates and times. Please note that decisions on games being canceled will not be made until after 3pm of game day, as conditions can be sometimes hard to predict, but we will try our best to notify teams with a decent amount of time in advance. Thank you

for your understanding.

## Forfeit and Default Policy

Forfeits are detrimental to the entire program and are an injustice to participants who want to play. To limit forfeits, certain policies and procedures, of which are described below, are in place. A forfeit is classified as a team not being able to play their game to a variety of factors, including but not limited to; not having enough players, not showing up to the sport location at all, and improper attire limiting ability to play. The below measures aim to provide consequences for those forfeiting, as well as fair retribution for those who have been forfeited against.

Forfeits count as a 0.0 sportsmanship rating for the forfeiting team, an automatic loss, and 0 points/goals/sets/etc. The team who was forfeited against will receive an automatic win and a 5.0 sportsmanship rating. Based on the sport, the average amount of points/goals/sets/etc. for the sport will be awarded to the team who was forfeited against. This measure is taken into account as points scored and point differential can affect playoff seeding, and therefore the team who was forfeited against does not deserve to be punished based on not playing a game. The below table outlines the amount of points/goals/sets/etc. awarded to a team who is forfeited against, based on the historical averages of each sport.

Sport	Points/Goals/Sets/Etc. Awarded for a Forfeit Against
5 v. 5 Basketball (Open Comp)	52 points
5 v. 5 Basketball (Open Rec/Co-Rec)	46 points
7 v. 7 Soccer	5 goals
Flag Football (Open Comp)	19 points
Flag Football (Open Rec/Co-Rec)	19 points
Volleyball + Sand Volleyball	2 set points
Dodgeball	2 set points
Ping Pong	2 set points
Tennis	2 set points
Wiffle Ball	TBD
Cornhole	2 set points
3 v. 3 Basketball	33 points
Futsal	5 goals

Kickball	TBD
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Depending upon the length of the league, we also have certain guidelines in place to ensure teams are ready to participate in leagues and do not continuously forfeit during the season. Please find the guidelines below:

- Week Long Tournaments
  - If a team is to forfeit their first game, they will be replaced by a waitlisted team (if applicable) and/or forfeited from the rest of the tournament.
- Half Semester League
  - If a team is to forfeit two consecutive games to start out the season, they will be replaced by a waitlist team (if applicable) and/or forfeited from the rest of the season.
  - If a team is to forfeit two or more games at any point during the season, they will be ineligible for playoffs, regardless of their record or sportsmanship.
- Full Semester Leagues
  - If a team is to forfeit three consecutive games to begin the season, they will be replaced by a waitlist team (if applicable) and/or forfeited from the rest of the season.
  - If a team is to forfeit three or more games at any point during the season, they will be ineligible for playoffs, regardless of their record or sportsmanship.

Due to the registration system in which you sign up for a specific league and time, you should ensure you will be able to attend every game at that time. However, we are also understanding that situations arise, which is why we have a default policy in place. As a captain, if you know that your team will be unable to make a scheduled contest, you may fill out this form <https://forms.gle/ELixa674of6KDFs18> no later than 2:00PM on the day of the game. This will be considered a default loss (no sportsmanship penalty)- not a forfeit- but there will still be an automatic win for the opponent. Any notification past this deadline will not provide enough time to notify opponents and staff, and will count as a forfeit. Forfeits and defaults count as losses towards a teams' record. Depending upon the length of the league, different default policies are in order to limit the number of defaults per team.

- Week Long Tournaments
  - Each team receives one courtesy default, meaning that after one default a possible discussion with the team captain will occur to determine if you can advance in the league.
  - If more than one default occurs, the team will be immediately ejected from the league and replaced by a waitlist team (if applicable) and/or forfeited from the rest of the season
- Half Semester Leagues
  - Each team receives one courtesy default, meaning that after one default a possible discussion with the team captain will occur to determine if you can advance in the league.
  - If a third default occurs, the team will be immediately ejected from the league and replaced by a waitlist team (if applicable) and/or forfeited from the rest of the season
- Full Semester Leagues

- Each team receives two courtesy defaults, meaning that after two defaults a possible discussion with the team captain will occur to determine if you can advance in the league.
- If a fourth default occurs, the team will be immediately ejected from the league and replaced by a waitlist team (if applicable) and/or forfeited from the rest of the season

We thank you for your compliance in these guidelines and policies in order to limit forfeits, which are detrimental to the entire program and all involved.

## Safety and Attire

Proper attire must be worn for each activity. Religious medallions and medical identifications taped down to the body to prevent movement during play. Taping must be approved by Intramural staff, however the Intramural staff will not provide tape for use in any instance of jewelry taping. The use of orthopedic devices essential to protect an injury must receive approval from the Assistant Director of Intramural and Club Sports prior to participation.

## Unapproved Apparel

- Street/dress clothes (i.e. jeans or khakis)
- Bare feet, sandals, work boots, crocs (or similar), or five-fingered shoes. Sneakers ONLY permitted
- Metal cleats of any kind
- Exposed jewelry of any kind (including but not limited to: rings, earrings, nose rings, watches, bracelets, necklaces). Taping of jewelry is not permitted.
  - No jewelry is allowed. As stated in the above section, religious medallions and medical identifications may be worn, but must be taped down/taped over to prevent movement during play. The Intramural Staff cannot provide tape/band-aids, etc. for these circumstances. If jewelry is seen during play, that player may be ejected and proper penalties/fouls administered. Regular jewelry (ie non-religious or non-medical identifications) cannot be worn at all, regardless if it is taped over or not.

## Medical Procedures

NSU Recreation assumes no responsibility for injuries sustained during Intramural sports, tournaments, or other recreational activities. It is strongly recommended that all participants have a physical examination prior to participating and carry a medical or health insurance card. Any injuries or accidents occurring during Intramural or recreational activities should immediately be reported to on-site personnel. Anyone bleeding or having blood on their clothing will be prohibited from participation.

## Disciplinary Procedures

### General Information

In order to preserve the spirit of the game and fair play, it is essential that all individuals adhere to the rules and conduct themselves properly whether they are participating in or spectating any Intramural contest or event. Any ejection also carries with it a suspension from Intramural Sports. Any Intramural official or staff member reserves the right to eject or remove any participant or spectator displaying unsportsmanlike or disruptive behavior that does not adhere to the spirit of the game. Participants and spectators who are ejected must immediately leave the facility where intramural contests are being held. Intramural staff reserve the right to forfeit a game if an ejected participant or spectator



refuses to leave the premises or does not leave within a reasonable amount of time. In addition, a game may be forfeited if a captain refuses to comply with the request of a staff member to identify an ejected person. Infractions warranting ejections includes but not limited to:

### Major Infractions

- **Unsporting Behavior:** Any individual disqualified from a contest or found to be addressing an official, another participant or spectator, or other program personnel in an unsportsmanlike manner.
- **Flagrant Unsporting Behavior:** Any individual flagrantly offending another individual, including participants, spectators or any program personnel verbally, physically, or in writing.
- **Endangering:** Any individual ejected, disqualified or found to be endangering the safety or welfare of another participant.
- **Flagrant Endangering:** (minimum suspension: remainder of season) Any individual flagrantly endangering the safety or welfare of others will be suspended from competition for the remainder of the season, semester, 365 days, or indefinitely.
- **Fighting:** (minimum suspension: 365 days) Anyone that is involved in a fight will be removed immediately.
- **Identity Theft:** If an individual uses someone else's SharkCard, Virtual ID Card, Photo ID, or any other forms of identification in order to check in, said individual and the one whose identification belonged to will be automatically disqualified from the sport for the remainder of the season
- **Diversity, Equity, and Inclusion:** The Intramural Sports program is an environment that is free of discriminatory activities based on race, religion, sex, gender, age, marital status, and physical or mental abilities. Any participant that may ruin the integrity of the environment due to their verbal and physical actions will be subject to suspension, an indefinite ban, and/or possibly brought up to the NSU Office of Student Conduct.

**If an individual commits one or more of these infractions within a 2-4 year span, the Program Assistants and Assistant Director of Intramural have the right to be permanently suspended from Intramural Sports Activities indefinitely.**

### Cheating

Any individual who is responsible for cheating will be suspended from competition according to the following guidelines:

- **Violating eligibility rules:** The individual(s) will receive a minimum suspension for the remainder of the season in the sport in which the violation occurred. The individual may remain eligible to participate in other Intramural events during that time.
- **Playing while under suspension:** The individual will remain suspended indefinitely from Intramural sports and tournaments.

### Disciplinary Policies and Procedures

- Any team involving an ineligible player who participated in a contest, will receive a forfeit loss for each game in which the ineligible participant signed in. The appropriate forfeit penalties will be charged to the team.
- While under suspension, individuals are not eligible to participate in other leagues or

tournaments.

- In cases occurring late in the sport season or the academic year, suspensions may carry over into the next sport or school year. It is the responsibility of the suspended individual to inform the Intramural Office of which league and team the remainder of the suspension will be served in the case a suspension carries over.
- After reinstatement, anyone receiving a second infraction within a one-year period of the date of reinstatement, will be suspended from all Intramural sports, tournaments and special events for the remainder of the school year. If this situation arises late in the school year, the suspension may extend into the following school year.

In addition to the infractions listed in this handbook, all individuals are required to adhere to the Nova Southeastern University Student Handbook and Student Code of Conduct. Cases of severe violation of NSU Intramural policies and infractions, as well as all violations of the Student Handbook may be sent to the Office of Student Conduct for review.

- All suspended players will be required to meet with the Assistant Director of Intramural and Club Sports to discuss their possible reinstatement. All suspensions will be handled on a case-by-case basis and reviewed by the Intramural Sports Council. If an individual doesn't not request a meeting, they will remain suspended indefinitely.
- **NSU Recreation and Wellness reserves the right to rule on matters not covered in this handbook. The spirit of the rules and fairness will be considered when reviewing all situations.**

## Protest Procedures

Teams or team captains may file a protest concerning the misapplication of game rules, policies or eligibility. **Matters involving an official's judgment are not a basis for protest.**

At the time the protest is noted, the team captain must notify the game officials in charge, and play will be halted. In certain instances, the on-site Intramural Supervisor, Intramural Graduate Assistant, Intramural Program Assistant or Assistant Director may make a final ruling, and play shall resume. In the instance a ruling cannot be made on site, play shall be resumed, however the current game situation (period, time, score, etc.) will be documented and a written statement by the protesting team's captain will be made. In the case the protest is upheld after further review, the game shall be replayed from that point, at a later date.

## Alcohol and Drug Policy

Individuals, teams, and spectators who arrive intoxicated, in possession of, or suspected of consumption or under the influence of alcohol, tobacco products or other illegal substances will not be permitted to play, and will be asked to leave the facility or visual confines of the playing area. Any individual that is removed from an Intramural contest for violating the drug and alcohol policy will be suspended from all Intramural sports and tournaments indefinitely. Additionally, this violation of the NSU Student Code of Conduct will be reported to the Office of Student Conduct.

## Sportsmanship and Participant Conduct

In order to preserve a fair, fun, and safe environment free of discriminatory actions or the endangerment of others, it is imperative that all players and spectators conduct themselves properly while displaying good sportsmanship to everyone involved. Unsportsmanlike conduct before, during,

and/or after a game or event will not be tolerated. The team captains are expected to assist the department staff and will assume full responsibility for the conduct of their team and associated spectators. General unsportsmanlike behavior includes, but is not limited to: disrespecting officials or opponents, misuse of equipment, taunting, use of foul language, disrespectful fans, leaving trash behind, etc. Following the completion of each contest (when applicable), each team will be given a sportsmanship rating using a 5.0 scale based on the conduct of the players, fans and spectators. Supervisors, Program Assistants, and the Graduate Assistant of Intramural Sports will have the final say on sportsmanship rating.

Teams must finish the season with a 3.0 average to be eligible for the playoff tournament. Teams will not receive a sportsmanship rating for games that are defaulted. Teams will receive a sportsmanship rating of 0.0 for games that are forfeited, as stated in the "Forfeit and Default Policy" section. Games that do not get played for any other reason will not count towards a team's average sportsmanship rating. If teams receive two or more 1.0 ratings during the season, a possible meeting with the Assistant Director for Intramural Sports, Club Sports, and Wellness may occur and team suspension from the league may result. During playoffs, if a team receives two or more unsportsmanlike penalties in a game, the game will be over and the team will be dropped from playoffs. Any player ejected from a playoff game will no longer be eligible for playoffs if the team advances.

The sportsmanship rating system guidelines are as follows:

- 5.0 – All team members and fans are cooperative with department staff, and display good sportsmanship with opponents and spectators.
- 4.0 – Team members and fans occasionally disagree and complain about calls or display some poor sportsmanship towards opponents and spectators, but show mostly good sportsmanship and respect towards officials, opponents, and spectators.
- 3.0 – Team members and fans occasionally disagree and complain about calls and display poor sportsmanship towards officials, opponents, and spectators throughout the entirety of the game. Many warnings are given during the game by officials and/or supervisors. If one player receives an unsportsmanlike conduct foul such as an official warning, the max SR they can get is a 3.
- 2.0 – Team members and fans constantly display dissent with calls and game officials and/or display poor sportsmanship towards opponents and spectators. If two players receive an unsportsmanlike conduct such as an official warning, max SR is 2.
- 1.0 – Team members and fans display dissent with calls and game officials to a severe degree or display extremely poor sportsmanship towards opponents, officials and/or spectators. If a player gets ejected for unsportsmanlike conduct, the max SR is 1.0.
- 0.0 – Three unsportsmanlike conduct fouls are given, or two players are ejected, or players are involved in a fight, or team members or fans refer to other players in ways that do not comply with Intramural Sports's DEI (Diversity, Equity, and Inclusion) policies. The Assistant Director of the Intramural Sports Program reserves the right to make final decisions on Sportsmanship Ratings.

Teams are expected to arrive at game sites and be ready to play by game time. If teams are not ready with the minimum required number of players signed in to play at game time, the clock will begin running. If the team is ready to play within 5 minutes after game time, the highest sportsmanship rating they can receive for that game is a 4. If the team is ready to play between 5-10 minutes after game time, the highest sportsmanship rating they can receive for that game is a 3. If after 10 minutes the team

is not ready to play, the game will be considered a forfeit or default and the corresponding sportsmanship grade or lack thereof will be assessed. Please understand that this policy is meant to keep the game schedule running on time.

**Thank you for your compliance and understanding of all rules and policies in this document. The Office of Intramural Sports has the authority to change this document at any time, of which participants will be notified. All decisions made by the office are final and up to the discretion of the Assistant Director. Please contact [cbettenc@nova.edu](mailto:cbettenc@nova.edu) with any questions.**

**Last edited 06/21/2023**