

# **Intramural Sports Participant Handbook**

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## I. Introduction

The Intramural Sports program is part of Campus Recreation and is designed to encourage all Dickinson students, faculty, and staff to participate in organized intramural sports. Intramural sports include a wide variety of individual, dual, and team sport activities aimed at all skill levels, so if you are a first time player looking to learn a sport, a former high school athlete looking to stay physically active, or looking to have fun while being healthy, we have programming for you.

Participation in Intramural Sports programs is completely voluntary. Individuals participate at their own risk and assume responsibility for their own health and safety.

Intramural Sports stresses sportsmanship and fair play. Competitiveness is encouraged while respecting opponents, officials and supervisors, and spectators.

## II. Intramural Sports Purpose Statement

Intramural sports engage Dickinson students in physical activity through healthy competition in a safe environment fostering a platform for student leadership development opportunities for student staff and participants.

## III. Contact Info and Staff

- Intramural Sports Office
  - 717-245-1821
  - [imsports@dickinson.edu](mailto:imsports@dickinson.edu)
- Director of Campus Recreation
  - 717-245-1583
  - [rhodesc@dickinson.edu](mailto:rhodesc@dickinson.edu)

## IV. Registration

- All intramural sports registration will be done through Sportifik.com
- Sportifik offers technical support. If you are experiencing registration issues, click on the icon in the upper right corner and then click on “contact”. This will direct you to an email address where you can send questions.
- To create a **Sportifik** account:
  - Go to <https://www.sportifik.com/dickinson>
  - Click Sign Up in the upper right hand corner
    - Enter your information, **and use your Dickinson e-mail** (@dickinson.edu) and submit.
    - You will be sent an activation email, **click the link in the email to login and activate your Sportifik account.**
    - Join the Dickinson Account – If you do not immediately open to the Dickinson account, search for Dickinson.

- How to sign up for an intramural sport:
    - Go to the Dickinson Sportifik Page.
    - **Click Leagues** at the top right of your page
    - OR
    - Click on the “Dickinson College” link on your personal Sportifik page.
    - This will take you to the Dickinson page.
      - You can join the sport one of three ways:
        - **Create a team (For team captains)**
          - Click on Leagues on Dickinson Page
          - This will display all leagues and if they are open for registration, there will be a green “Open”
          - Click on that “Open” under the league for which you want to register
          - Click on “Create Team”
          - Follow instructions to create a team and invite team members
        - **Join a team**
          - Click on the League
          - All teams will be displayed there
          - Click on the team you wish to join and follow instructions
        - **Join as a Free Agent**
          - A free agent is someone who is interested in participating but does not have a team to join and is willing to join a team that is searching for available participants.
          - You can list yourself as a free agent for as many sports as you like, then a captain can choose free agents from a list.
          - To register as a free agent, go to the Dickinson page and click free agent. Follow instructions.
- Team Names
- A team name that promotes intolerance, degrades a race, ethnic, gender, or religious group, infers an explicit sexual reference or promotes destructive behavior such as that associated with alcohol or drugs is considered disrespectful to the Dickinson community. The name will be deemed inappropriate by the Intramural Sports Staff and will be modified accordingly.
- Captains Meeting
  - Make sure you know the time/location of the captains meeting this is listed in the info when you create a team.
  - The captain (or another representative if the captain is unavailable) must attend the captains meeting for EACH league.

## V. Participant Eligibility

- Eligible Players
  - Students enrolled at Dickinson
  - Dickinson faculty and staff
- Team Rosters
  - The roster online at Sportifik is the official roster
    - In order to join the official roster, each participant will be required to sign the sport specific online waiver that is prompted in Sportifik
    - Participants will not be able to play in a game until they join the official roster
  - Players may join a roster any time during the regular season, providing they have not already played for another team
    - Participants may play in a gender-specific league and one co-recreational league per sport
  - Team rosters are frozen after the last game of the regular season. Players must be on the roster at this point to be eligible to play in the playoffs.
  - Players must show their college ID card to the game official prior to the start of the game or event in order to participate
  - Intercollegiate and Club Athlete Participation
    - Current intercollegiate athletes are ineligible to participate in the sport equal to the one they compete in. If you are listed as a member of a varsity sport (or on a “Squad List”) in the same or a related activity during the 2015-2016 academic year, you are ineligible.

### Varsity Sport

Football  
Volleyball  
Basketball  
Baseball  
Softball  
Soccer  
Tennis  
Golf

### IM Equivalent

Flag Football  
Volleyball, Sand Volleyball  
Basketball  
Softball, Whiffleball  
Softball, Whiffleball  
Soccer, Indoor Soccer  
Tennis  
Golf

## VI. Sportsmanship and Player Conduct

- All players are encouraged to play to the best of their ability and make every effort to win within the spirit of the rules. Teams are responsible for the actions and behavior of their players, coaches, and spectators.
- Please behave in a courteous and responsible manner. Good sportsmanship is required at ALL TIMES. The Dickinson Community Standards apply during all intramural activities.
- Teams that do not average a sportsmanship rating of 3 or higher during the regular season will not be eligible for the playoffs

- All teams are rated by the officials and/or supervisor at the conclusion of each game on “sporting behavior” displayed before, during, and after games.
- All teams will be judged as having excellent conduct to start. The rating will stay at excellent unless the following behaviors are not exhibited.
  - Showing respect in conversing with officials, opponents, spectators and other intramural staff
  - Using proper language
  - Listening to instructions given by intramural officials and other intramural staff
- The rating scale is as follows:
  - **4 points Excellent Conduct:** Team demonstrates excellent behavior and maintains attitude of complete cooperation with all officials and opponents. The captain calmly converses with officials about the rules and has full control over their teammates.
  - **3 points Expected Conduct:** Team demonstrates appropriate behavior and maintains attitude of complete cooperation with all officials and opponents. The captain calmly converses with officials about rules and also has full control over their teammates but minor language issues were warned and then stopped.
  - **2 points Concerning Conduct:** Team verbally complains about some decisions made by the officials and/or show minor dissension. A technical foul, personal foul (football) or yellow card would automatically drop a team’s grade to a 2.
  - **1 point Poor Conduct:** Team show verbal dissent towards officials and/or opposing team. Captain exhibits minor control over their teammates. Two technical fouls, personal fouls (football) or yellow cards would automatically drop a team’s grade to a 1. Any player ejection automatically drops team’s grade to a 1.
  - **0 points Forfeiting Conduct:** Team constantly comments to the officials and/or opposing team from the field/court and/or sidelines. The team captain exhibits little or no control over teammates. Four unsportsmanlike penalties against the team. Officials had to end the game because they could not regain control of the game due to one team’s actions. **Fighting will automatically result in ending of game, a forfeit and 0 rating for both teams.**
- Participant Disqualifications
  - Any player ejected from a game must sit out the remainder of that game and cannot play any intramural sport until the player meets with the Director of Campus Recreation.
  - Any player/participant ejected from a game must leave the field/facility.
    - Failure to leave the facility when asked by intramural supervisors will result in the contacting of the Department of Public Safety.
  - An ejection of a participant is also subject to further discipline through the Student Conduct System
  - The Director of Campus Recreation will determine the disciplinary action to be taken based on the ejection report and meeting with disqualified participant. The minimum penalty will be ineligibility from playing at least one intramural game.

## VII. Team Captains

Participants who are listed as the team captain take on extra responsibilities. The responsibilities of the captain are:

- Read the intramural sports manual
- Attend the captains meeting at the start of each intramural season
  - If the captain cannot make it, a representative of the team **must** attend
- Check email for communication from the Director of Campus Recreation about the schedule, schedule changes, and playoff schedule
  - The captain must check his/her email for messages and notify team of any changes
- Inform teammates about sport rules and intramural policies and procedures
- Display good sportsmanship at all times
  - **Ultimately you are responsible for the actions of the team and spectators. In all cases when an offending member(s) on your team cannot be identified you will be held responsible and could face disciplinary actions.**
- Ensure all players on the team are eligible participants

## VIII. Schedules

- Leagues
  - Schedules will be designed based on availability filled out by captains on Sportifik.com
  - Schedules will be released at mandatory captains meetings
  - Official schedules may be found on the Sportifik.com website
  - Schedule changes will be emailed to team captains and changed on Sportifik.com
  - **Once the schedule is posted, changes will not be made unless there is an extreme circumstance**
- One-Day Tournaments
  - All teams or individuals are expected to be available to play at the scheduled start time of the event
  - Tournament schedules will be released the day of the tournament during the pre-tournament captains meeting

## IX. Forfeits and Auto Losses

- Forfeit Policy
  - If game time arrives and one team does not have the minimum number of players, then the team is awarded an additional five minutes for participants to arrive
  - If the team has enough players present by the end of the additional time period, then the game must start promptly, and game time is reduced by five minutes
  - If, after the additional time period is over, the team still does not have enough players, then the team forfeits and the team with enough players is awarded the win
    - The forfeiting team will be given a zero (0) for sportsmanship
  - If neither team has the minimum number of players, then it is a double forfeit

- **Once a participant or team forfeits twice, they are automatically eliminated from league and tournament play.**
- Auto-Losses
  - If a team notifies Campus Recreation at least 4 hours in advance of the scheduled game time of an inability to field a team for their game, an **auto-loss** shall be awarded
  - Two (2) auto-losses are the equivalent to a forfeit, and **three (3)** auto-losses will automatically eliminate the team from league and tournament play

## **X. Playoffs**

- Playoffs will be held to determine an overall champion. In most cases a single-elimination tournament will be held after the regular season to determine a champion
- Playoff competition is a right earned over the course of a season. Campus Recreation determines playoff criteria.
- Rosters are locked after the last regular season game. Participants **must** be on the official roster at this time in order to be eligible to play in the playoffs.
- The number of teams that qualify for the playoffs will depend on the availability of facilities
- Playoff Criteria
  - Regular season record
  - Sportsmanship rating of three (3) or higher
  - Have no more than one (1) forfeited game
- Teams will be seeded based on their regular season record
- Tie Breakers
  - Two teams:
    1. Head to head record
    2. Head to head point differential
    3. Sportsmanship rating
    4. Overall point differential
    5. Coin-toss
  - 3 or more teams:
    1. Head to head record vs. other teams in tiebreaker
    2. Point differential vs. other teams in tiebreaker
    3. Sportsmanship rating
    4. Overall point differential
    5. Total points scored
- The blank playoff bracket will be available during the last week of the regular season
- Playoff schedule will be available by noon the day after the regular season ends
- Winning participant/team of the playoffs will receive intramural champions t-shirts

## **XI. Protests**

- Only the team captain may file a protest
- Eligibility of participants may be protested. The protest **must** be done before the start of the game.

- If eligibility cannot be determined before the game starts, the team with the player in question will be given an auto-loss if the player participates and is then deemed ineligible for the remainder of that intramural season. The protesting team will be given a win.
- If the protest occurs once the game has started the protesting team will not receive an automatic win.
- Captains may not protest an official's judgment call; however you may protest a rule interpretation or enforcement
  - Captain must protest at moment of question
    - Captain informs officials and supervisors of protest
    - If the question cannot be settled at that time, the game will be completed. The captain then has the right to file a written protest (intramural supervisors have forms) to the Director of Campus Recreation
    - Written protest must be received by the Director of Campus Recreation within 24 hours of game completion

## **XII. Equipment and Safety**

- Activity Rules
  - Activity rules will be based on national governing body rule books with local modifications when necessary.
    - Examples of national governing bodies are:
      - The NIRSA
      - American Softball Association (ASA)
      - National Federation of State High School Associations (NFHS)
      - United States Volleyball (USAV)
  - Each sport will have their own set of rules and those will available to all participants on the intramural webpage and will be covered at Captains Meetings.
- Athletic shoes must be worn by all participants. For outdoor sports players may wear cleats, but they must have a molded rubber or plastic sole. **NO METAL CLEATS.**
- Rules and regulations of all facilities must be followed by intramural sports participants
- No alcohol, drugs, or tobacco products are allowed at Intramural Sports sites before, during or after intramural sports activities
- Jewelry may not be worn during intramural activities. The only jewelry permitted are medical bracelets and wedding bands (**These items must be taped and we do not provide tape**).
  - Before each game the officials will check for visible jewelry and require its removal if found.
- Head Injury Protocol
  - Intramural Supervisors will be trained by the Director of Campus Recreation (or his designate) to recognize the signs and symptoms of concussions and instructed to pull an athlete from participation if signs and symptoms are suspected. If there is a suspected concussion, a supervisor will notify DPS so they can evaluate the participant. Intramural Supervisors will document the cause of injury, the signs/symptoms suspected, and complete an Accident/Injury report.
  - **Potentially concussed athletes shall not return to play on the date of injury, to allow sufficient opportunity for medical evaluation.**
  - **Athletes may return to play at their discretion, but it is recommended that they seek the advice of a healthcare provider before returning to play.**



- Inclement Weather
  - The Intramural Sports Staff makes decisions concerning the postponement or cancellation of games due to inclement weather at least 2 hours before the start of the first scheduled game on any given night.
  - All outdoor intramural programs will stop with the first sight of lightning or sound of thunder
    - Play will be resumed 30 minutes after last sound of thunder or sight of lightning, whichever happened last
    - If play is stopped, all participants, spectators and staff must immediately find the nearest shelter
  - Intramural staff will postpone or cancel outdoor activities if they deem the weather to be unsafe
  - Cancellations will be posted on Sportifik.com and captains will be notified via email.
  - Teams should not assume that games will be cancelled simply because of rain
  - If games are cancelled, teams should check Sportifik.com for updated schedules

### **XIII. Alcohol and Drug Policy**

- Possession or consumption of alcohol or illegal drugs is prohibited at any Intramural and Recreation program or facility.
  - Alcohol or illegal drugs infractions will be referred to the Student Conduct System