

Stanford University Intramural Sports

**Participant Manual**

**2015-2016**



**STANFORD**  
**INTRAMURAL SPORTS**

## **Guideline for Intramural Captains:**

### **Duties:**

- Captains are responsible for registering teams every quarter. Registration can be found at [www.sportifik.com](http://www.sportifik.com)
- Attend Captains meeting at the start of every quarter and/or complete Captain Quiz
- Responsible for checking schedules for any updates/changes. Captains are the point of contact for any league information from the Intramural office.
- Captains are responsible for informing Intramural office of schedule changes/request.
- Captains responsible for understanding the rules of the sport you are participating in and informing your team members of the Intramural Rules and Policies.
- Ensure that all players have checked in with the IM Staff by providing their valid SU ID card by the start of every game.
- Strong understanding of Sportsmanship ratings and Intramural Code of conduct.
- Responsible for the behavior of all your team's players and spectators.
- Only the Captain is permitted to clarify calls with the IM Sports Officials or IM Sports Supervisors

## **Intramural Policy and Procedures**

### **Registration:**

All leagues are on a first come first-serve basis. League registration details can be found online at [cardinalrec.stanford.edu](http://cardinalrec.stanford.edu).

- Create an account on [sportifik.com](http://sportifik.com)
- Persons designated as Team Captains are required to create your team and invite your players to your team. If you do not have a group of persons to sign up with, you may sign up as a free agent for the leagues offered.
- Fill out all required fields; all participants must be a registered Sportifik user in order to complete team registrations.
- Payment must be accepted at the time of registration
- Teams will be put into leagues on a first come first-serve basis, if too many teams register for a league; a wait list will be formed. Wait list teams will only be accepted into the league if a spot opens up.

## Eligibility:

- Most students, faculty and staff are eligible to participate in the programs and services offered by the Intramural program.
- Each participant must bring a valid Stanford ID to every game (to be checked before the contest by the Intramural Supervisor).
- If a participant does not bring a valid Stanford ID, he/she will not be able to play.
- Varsity athletes may not participate in their associated sport during the same academic year in which they were on the varsity team.
- Former PROFESSIONAL athletes are not eligible to participate in their associated sport while enrolled at Stanford. If you are curious about your eligibility (or a teammate's) please contact the IM office for guidance.
- Teams participating with ineligible players (non-Stanford student, faculty and staff, individuals unable to produce a valid ID card or that have not signed a waiver form, or participants playing on multiple teams per the PARTICIPATION guidelines listed below, or varsity athletes participating in their associated sport), will be penalized with a forfeit for all games that those individual(s) participated in
- A MALE participant may play on ONE Division 1 or Division 2 team and ONE Co-ed team.
- A FEMALE participant may play on ONE Division 1, Division 2 team and ONE Co-ed team. If a participant is found to be playing on two different Division 1/2 teams, two different Co-ed teams, or two different Women's teams, they will be considered an ineligible player and the teams he/she played for will forfeit those games that they participated in and they will be ineligible for playoffs.
- If Open leagues are offered, participants may participate in an open league and a co-rec league.

## Roster Additions:

- Each team must fill out their roster online prior to their first game.
- Rosters may be manipulated throughout the first full 3 weeks of the sport season. After that, rosters will be LOCKED.
- Injuries and other situations may arise, so be sure you have enough players on your roster to compete throughout the entire season.
- Changes can be made online prior to play during the first 3 weeks of the season.
- **A participant must be on the team's roster and play in at least ONE game with that team during the regular season to be eligible to play for that team in the playoffs.**

- If a participant signs in for a game(s) that results in a forfeit for either team, it will count towards participation. So always remember to sign in. It is your responsibility.

**Sportsmanship:** Sportsmanship now counts as part of the formula to get into the playoffs. A team must have an average of 6 to get into playoffs.

They are as follows:

- 5 (Highest)- Had a great attitude, showed the level of gamesmanship and respect of the highest quality
- 3-4 (Average)- Did nothing that was questionable
- 2- (Below Average)- Verbally abusing the opposing team, and/or supervisors, referees and officials. Actions were questionable
- 1 (Worst) - Verbally abusing the opposing team, and/or supervisors, referees and officials, Aggressive actions beyond the protection of the rules of the game.

#### **Protests:**

- Protests can be filed only to dispute player eligibility or misinterpretation of a sport rule.
- Protests cannot be made referring to an official's judgment call during competition.
- Protest forms must be filled out immediately with the Intramural Sports supervisor on duty for the protest to receive further consideration
- Discretion of the Intramural Sports office will decide the outcome of the protest. If the game altered by a valid protest needs to be replayed, if possible the game will resume from the point of protest.
- Playoff protests will be determined on site by the Intramural Sports Supervisor.

#### **Reschedules:**

- Reschedules must be submitted through the Google Form 72 hours before the scheduled contest. If protest form is not submitted 72 hours before the contest, it is at the discretion of the Intramural Sports office to reschedule
- Reschedules are not guaranteed due to the impacted field space and time constraints to our program.
- A consensus must be met among two teams and Intramural sports office in order to reschedule. If teams cannot come to a consensus, it will be considered an automatic loss to the team requesting schedule change.
- **On certain quarters, reschedules will not be permitted due to facility and program scheduling. If the Intramural office reschedules a game due to program needs, the office will attempt to reschedule the game.**

### **Playoffs:**

- Single elimination tournament will be held at the end of the quarter. In the case that multiple teams from Division make playoffs, Intramural sports office reserves the right to change playoff structure.
- **If your team forfeited 2 games, it will not be considered into the playoffs unless at the discretion of Intramural Sports office**
- Two teams above .500 win percentage make the playoffs in their bracket
- If teams are tied, a team with the highest sportsmanship rating will be admitted
- If there is still a tie, total points in the league will be the deciding factor
- If there is still a tie, head to head record will be used

### **Championship Awards:**

- Teams who win the Championship of their league/division will receive and award at the end of the quarter

**Levels of Competition:** Division Types for League Sports Stanford Intramurals provides four different Divisions for players of all abilities. These Divisions are as follows:

- Division 1 (Competitive): As the most competitive league, players who play in Division 1 are typically skilled in their sport. Any number of males or females can play on teams in this division.
- Division 2 (Recreational): Division 2 is generally for players who are good at their sport but don't quite feel ready for Division 1; it is, by far, our most popular division. Any number of males or females can play in this division. It is referred to as OPEN.
- Open: A combination of D1/D2. When Open leagues are offered, players may participate in OPEN and CO-REC. Open leagues are often offered due to
- Co-ed: Teams in the Co-ed Division must have half of their players male and half female. They must adhere to the Co-ed rules of their sport. Coed rules for each particular sport can be found by clicking on the rules of the particular sport in question.

### **Forfeit:**

- Game time is forfeit time.
- A forfeit will be declared under the following:
  - Teams do not have the required number of eligible players to start
  - Violation of participation/eligibility requirements
- If a team forfeits 2 or more games in regular season, they will not be eligible for playoffs and may be dropped from the league. In addition, there is no refund for being dropped from the league.

**Automatic Losses:**

- Notify Intramural Sports office 24 hours in advance to request an automatic loss
- 2 automatic losses are permitted per quarter
- After 2 automatic losses, any additional requests will be denied and teams could be dropped from the leagues.

**Team Requirements and Equipment:**

- Please bring your own footballs, basketballs, softballs, soccer balls, volleyballs, ultimate discs, etc. to warm up with.
- The Intramural Sports Staff will provide game balls, as funding for equipment allows, but no equipment will be distributed for warm up purposes.
- Jerseys will be provided. It is suggested that each team wear matching, colored jerseys for each intramural contest. It is suggested that your team bring a colored shirt as well as all black/white shirts in case the opposing team has shirts of the same color

**Rule or Policy Changes:**

- Intramural Sports office and the Assistant Director of Intramurals reserves the right to change and or put into effect any new rules/policies without notice

**Assumption of Risk:**

- Participation in Intramural Sports is voluntary.
- Injuries and their resulting cost are the responsibility of the participant

**Blood on Uniforms:**

- If blood is reported/seen by an Intramural Official or Supervisor, the official will temporarily stop the game.
- The player who is bleeding will be removed from the game and stop the bleeding before continuing to play

- All equipment/uniforms will be checked for blood, if blood is found on equipment or uniforms- items must be removed and replaced.

### **Religious Jewelry and Headwear**

- **No Jewelry or headwear allowed during Intramural event**
- Religious Jewelry must be approved by the Intramural Sports office 5 days prior to playing in your first Intramural game.
- Intramural Officials and/or Supervisors have the right to disallow participants to wear any jewelry, headwear or other equipment if they deem it unsafe to other participants.
- Intramural Sports office may connect with Spiritual life in order to determine the safest way to wear religious jewelry on the body
- Any headwear (hats, beanies, padded hats, etc.) must be approved by the Intramural office before competition.

**Alcohol and Drug Policy:** If any member of your team is suspected to be under the influence of any substance by Intramural Staff at the time of competition, your team will receive an automatic forfeit. The entire team will be suspended from the league and the team captain will have to meet with the Assistant Director of Intramural Sports for reinstatement.

### **SU ID Card Policy:**

- Participants must have valid SU ID card at all games
- No one is allowed to “share” ID cards.
- If any player is assumed of using a false SU ID card, the player will be removed from participation and banned from further Intramural Competition and Recreational Facility use.

