

**INTRAMURAL RECREATIONAL SPORTS
PARTICIPANT HANDBOOK
TRUMAN STATE UNIVERSITY
2016-2017**



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SECTION 1 – ADMINISTRATION

- 1.1** Mission: The mission of the Truman State University Intramural Recreational Sports Program is to foster student development in important life skills such as teamwork, leadership, sportsmanship, and competitiveness. Participating students will demonstrate living a balanced life-style and establishing time management and stress management skills, while developing habits that have a positive impact on their health. Participation promotes individual development by providing co-curricular recreational activities for students, faculty, and staff which enhances their liberal education experience.
- 1.2** Office: Intramural Recreational Sports is a component of Campus Recreation within Student Affairs. Intramurals is one of the oldest co-curricular activities on campus, tracing its roots to the legendary Don Faurot in the 1920s.
 - 1.2.1** The program is based in the Campus Recreation Office in Room 219 of the Student Recreation Center.
 - 1.2.2** The office is open from 8:00 AM until 5:00 PM, Mondays through Fridays.
 - 1.2.3** Telephone number is (660) 785-7739.
 - 1.2.4** E-mail address is imsports@truman.edu
- 1.3** Staff: There is a full-time Intramural Recreational Sports Director who is assisted by approximately twenty-five student employees.
- 1.4** Facilities: Many of the sponsored activities utilize on-campus facilities, including the gyms at the Student Recreation Center, multipurpose recreation field, Pershing Building Natatorium, Stokes Stadium and Kenneth L. Gardner Track, sand volleyball pits at Centennial Hall and Greenwood School, tennis courts, Quadrangle, and the Student Union Building. Off-campus facilities may be utilized, including City of Kirksville ball fields and other recreational areas in the community. Participants are expected to follow usage policies and rules at each facility.
- 1.5** Equipment: Most equipment necessary for participation is supplied, excluding ball gloves, tennis racquets, golf equipment, and personal gear (clothing, shoes, etc.). Campus organizations may request to borrow intramural sports gear/equipment for special events with the approval of the Intramural Recreational Sports Director. All requests must be submitted in writing on the appropriate form available in the Campus Recreation Office. If any Intramural gear/equipment is damaged, lost, or stolen, the participant who checked out the equipment will be responsible for the replacement value of the equipment.

- 1.6 Health and Safety:** Participants must be aware of the possibility of accidents and injuries which are inherent to recreational and sporting activities. Moreover, participants should follow the instructions of their physician concerning their participation in these events. The University is not responsible for injuries to participants or spectators while competing or observing intramural recreational sports
- 1.6.1** Cost for medical care, beyond the basic first aid provided by the intramural staff, is the responsibility of the injured party.
 - 1.6.2** Participants may not compete with open wounds or while wearing clothing that contains any amount of blood or other bodily fluid (other than perspiration).
 - 1.6.3** Participants should remove any accessories such as jewelry, wristwatches, or fitness trackers prior to any contest.
 - 1.6.4** Alcohol is prohibited on campus and in all city parks.
- 1.7 Waiver of Liability:** Every participant, either by registering online for an activity or registering at an event, must read and sign the waiver of liability form prior to participation in that event. In most cases, the waiver is a requirement when registering online for an event through IMLeagues (see section 5.1 on registration). For some special events, the waiver will be available on site.
- 1.8 Communications:** All information for participants is available on our website at recreation.truman.edu, including event information and registration, playing schedules and rules, and a copy of this handbook. Communication with participants or team captains will be via telephone, text, or email. Tournament brackets and other intramural information will be posted on the intramural bulletin board in the Student Recreation Center next to the Member Services Desk at the entrance. There will also be current information available through IMLeagues as we use this site for various Intramural purposes.
- 1.9 Amendments:** This Handbook will be reviewed every summer for possible changes, additions or deletions. On an urgent basis and with consultation from the Director of Campus Recreation, the Intramural Recreational Sports Director may at any time make amendments and exceptions to any of the policies in this Handbook or to the playing rules of a sport/activity. Such changes will be published immediately on the IM bulletin board at the Student Recreation Center and on the website. The Intramural Recreational Sports Director will make rulings on any matters not covered by this Handbook. Any questions about policies or policy disputes should be directed to the Intramural Recreational Sports Director.

SECTION 2 – SPORTSMANSHIP

2.1 Code:

As an Individual:

- I will develop my skills to the best of my ability and give best effort during competition.
- I will compete within the spirit and letter of the rules.
- I will respect every human being, and will not be abusive to anyone including a fan, player, or an official.
- I will win or lose with dignity.

As a team member:

- I will place team goals ahead of personal goals.
- I will be a positive influence on the relationships within the team.
- I will follow team rules established by the captain.

As a spectator:

- I will carry honorable behavior off the playing surface and will be a positive influence to those around me as well as those playing.
- I will be understanding towards players, officials, and other spectators during a competition.

2.2 Team Representation: Participants and spectators must be in compliance with Truman Student Conduct Code at all times. Any representation of the team, either by the participants or spectators, must comply with University standards. This includes team names, team jerseys and apparel, signage, and any other means of representing or supporting the team.

2.3 Ratings: Sportsmanship ratings are assigned by the intramural officials following each contest. If a team captain believes an error has occurred in either recorded contest results or sportsmanship rating an appeal needs to be made in writing to the Intramural Recreational Sports Director within 48 hours following the contest. Sportsmanship ratings will not be discussed on the field/court. Teams earn a sportsmanship rating based upon participant and spectator behavior and attitude during the contest. The rating system is as follows:

RATING	BEHAVIORS AND ATTITUDES
5	Clean contest, team participants fully cooperate with IM Officials and opposing team
4	Verbal warning issued, yellow card given, team received 0-1 unsportsmanlike technical foul
3	Harassment of IM Officials, complaining continued after verbal warning, players other than captain question IM Officials' decisions, team received more than 1 unsportsmanlike technical foul or yellow card
2	One ejection from contest, multiple harassment incidents
1	Multiple ejections, threatened opponent or IM Official, fighting, used ineligible player, damaged facility or equipment

2.3.1 Violations and penalties: An average sportsmanship rating below 4 at the end of the preseason for each sport/team results in team ineligibility for playoffs; if a sportsmanship rating below 4 is received during playoffs, the team is immediately ineligible to continue play in the bracket. An average sportsmanship rating below 3 at the end of a sports preseason, or a sportsmanship rating of 1 or 2 during any playoff contest results in team ineligibility for playoffs, and the team/organization may be placed on program probation or suspension.

2.4 Unsporting behavior: All participants and spectators are expected to hold themselves to a high degree of sportsmanship. This includes showing respect for authority, other participants and spectators, facilities and equipment. Intramural officials may cite any participant or spectator for acts of unsporting behavior, and may link spectators to participants for the purpose of assessing penalties.

2.4.1 Unsporting conduct will be handled in-contest by the contest officials with a technical foul, yellow card, penalty flag or other appropriate penalty, which could include ejection from the contest. Any player or spectator ejected from a contest will be required to meet with the Intramural Recreational Sports Director the next work day. Failure to meet with the Intramural Recreational Sports Director may result in a referral to the Office of Citizenship and Community Standards.

2.4.2 Repeated unsporting conduct will be reviewed by the Intramural Recreational Sports Director for potential referral to the Office of Citizenship and Community Standards if there has been a violation of the Student Recreation Center Discipline Protocol or the Student Conduct Code.

- 2.4.3** Serious unsporting conduct will reviewed by the Intramural Recreational Sports Director for potential interim suspension. Additionally, the incident will be automatically referred to the Office of Citizenship and Community Standards for review of violation of the Student Recreation Center Discipline Protocol or the Student Conduct Code.
- 2.4.4** Participants or spectators will be held responsible for intentional or negligent damage to personal or public property, and appropriate penalties will be applied. The incident may also be referred to the appropriate law enforcement agency and the Office of Citizenship and Community Standards in Student Affairs for further disciplinary action.
- 2.4.5** Any sanctions from the Office of Citizenship and Community Standards or the Dean of Student Affairs concerning the privilege of an individual or organization to participate in intramural recreational sports will be observed
- 2.4.6** The Student Recreation Center Discipline Protocol is posted in the Student Recreation Center. It can also be found through the Truman Internal Website under the Student Recreation Center Policies and Guidelines or by using the link listed below.

2.4.6.1 <http://wp-internal.truman.edu/recreation/policies-and-guidelines/>

SECTION 3 – PLAYER ELIGIBILITY

- 3.1** General eligibility: Truman students enrolled in at least three graduate or undergraduate semester hours are eligible to compete in intramural activities. Full-time Truman faculty and staff are eligible to compete in Open Division intramural activities.
- 3.2** Identification: Students are expected to have their Truman ID or State Issued Picture ID present at all times and are expected to provide this identification in order to participate in Intramurals. Participants must have proper Truman identification in order to participate. Intramural officials may request identification from any participant at any time, even as a spectator. Failure to provide such identification, or use of false identification, may result in disqualification of the individual, team, or both.
- 3.3** College varsity athletes and former college varsity athletes: Any otherwise eligible participant listed on a varsity athletic roster¹ is not eligible for the related intramural activities.²
- 3.3.1** Individual eligibility: A former varsity athlete is eligible for related intramural activities provided that the former varsity athlete has not been listed on the varsity athletic roster for at least one full semester prior to intramural competition (summer does not count as a semester). For example, a varsity soccer player listed on the official roster in the fall may not participate in that fall's Indoor Soccer or the following spring Outdoor Soccer. A full semester is not dependent on total time (such as half of fall semester and half of spring semester), but rather the completion of a full semester while not being listed on the athletic roster.
- 3.3.2** Team limit: A doubles partnership or team participating in an activity having five or fewer teammates permitted on the playing surface at any given time, specified by the published rules of the particular activity, may not have more than one former varsity athlete and cannot have a combination of one sport club member and one former varsity athlete from the related sport on the intramural roster. Likewise, a team participating in an activity having six or more teammates permitted on the playing surface at any given time, specified by the published rules of the particular activity, may not have more than two former varsity athletes or a combination of sport club members and varsity athletes from the related sport that exceeds two (see section 3.5 on team limit restrictions for additional explanation of eligibility per team). Individual eligibility restrictions still apply to each of these players.

¹ The Athletic Department defines roster status. We maintain close relationships with the athletic department and each of the coaches so that such disputes can be resolved. The athletic department will provide us the specific date that a person was removed from a roster, and the decision of the Athletic Department in these matters is final.

² Because red shirts are listed on the roster, they are not eligible for related intramural activities.

3.3.3 Status limitation: If a former varsity athlete has not been listed on an athletic roster for 2 years, they are no longer considered a former varsity athlete for intramural purposes.

3.4 Sport Club Members: Any otherwise eligible participant listed on a sport club roster is eligible for related intramural activities.

3.4.1 Individual eligibility: If a sport club member removes his/her name from the official sport club roster because he/she is no longer affiliated with that club, he/she will be in compliance with the eligibility rules. However, if a player removes his/her name from the official sport club roster just to be in compliance with the eligibility rules to play Intramurals and then returns to their sport club for contest and/or practices, all placement points earned by that team will be removed and a deduction of unsportsmanlike penalty points for use of an ineligible player will be applied. Furthermore, a sport club member cannot remove him/herself from the respective sport club roster after his/her sport club season is completed and play Intramurals as a non-sport club member. For example, in the fall, if the club soccer season has completed and a sport club member wants to play Intramural Soccer, he/she is no longer eligible to remove him/herself from the club soccer roster to be eligible for Intramurals as a non-sport club member, since the club season has already been completed.

3.4.2 Team limit: A doubles partnership or team participating in an activity having five or less teammates permitted on the playing surface at any given time, specified by the published rules of the particular activity, may not have more than one sport club member and cannot have a combination of one sport club member and one former varsity athlete from the related sport on the intramural roster (see section 3.4.2.1 on co-rec teams). Likewise, a team participating in an activity having six or more teammates permitted on the playing surface at any given time, specified by the published rules of the particular activity, may not have more than two sport club members or a combination of sport club members and varsity athletes from the related sport that exceeds two (see section 3.5 on team limit restrictions for additional information of eligibility per team). Individual eligibility restrictions still apply to each of these players.

3.4.2.1 Exception: Co-Rec 5 on 5 Basketball, Co-Rec Indoor Volleyball, Co-Rec Sand Volleyball, Co-Rec Indoor Soccer and Co-Rec Outdoor Soccer teams may have two club members on their rosters; however each club member must be a different gender. If a team is found to have two club members of the same gender, one club member will be removed from the team and may be declared ineligible for co-rec play in that sport by the Intramural Recreational Sports Director. This rule DOES NOT extend to former varsity athletes.

3.4.3 Status limitation: If a former club sport member has not been listed on a sport club roster for that semester, they are no longer considered a former club sport member for intramural purposes.

3.5 Team Limit Restrictions:

Permitted Players on Playing Surface	Team Limit
Five or Less	One Varsity Athlete/Former Varsity Athlete OR One Sport Club Member
Six or More	Two Varsity Athletes/Former Varsity Athletes OR Two Sport Club Members OR One Sport Club Member and One Varsity Athlete/Former Varsity Athlete

3.6 Related Activities for Eligibility Purposes:

Competitive Sport (varsity or club)	Related Intramural Activities
Baseball	Softball, Co-Rec Softball, Home Run Derby
Basketball	Basketball, Co-Rec Basketball, Basketball Shootout, 3 on 3 Basketball
Cross Country	3K or 5K run, Track Meet
Football	Flag Football
Golf	Closest to the Pin, Golf Scramble
Hockey	Floor Hockey
Soccer	Outdoor Soccer, Co-Rec Soccer, Indoor Soccer, Co-Rec Indoor Soccer
Softball	Softball, Co-Rec Softball, Home Run Derby
Swimming	Swim Meet
Tennis	Tennis, Pickleball
Track	3K or 5K Run, Track Meet
Ultimate Frisbee	Frisbee Golf, Ultimate Frisbee
Volleyball	Volleyball, Co-Rec Volleyball, Sand Volleyball, Co-Rec Sand Volleyball

3.7 Professional Players: Any otherwise eligible participant who receives or has received money for participation in a sport is not eligible for related intramural activities for 2 years after playing professionally

3.8 Use of ineligible players: Teams using any ineligible players will be disqualified from competition and/or the illegal player will be disqualified from competition in the division which they were found to be participating illegally. An AST organization using an ineligible player (non-student, varsity athlete, former varsity athlete, sport club member, alumni, etc.) will lose all placement points won by that individual/team and a deduction of unsportsmanlike penalty points for use of an ineligible player will be applied; however participation points won by a team may stay intact. Teams defeated by other teams subsequently disqualified for using ineligible players will win placement points (AST) as if they had won the contest in question, but will not be reinstated to the tournament. A protesting team, however, may be reinstated to the tournament.

3.8.1 A player found playing when not listed on the team roster, not listed on the contest score sheet, or not signed in on waiver sheet will immediately be declared ineligible and ejected. Ejected players must meet with Intramural Recreational Sports Director the next work day.

3.9 Protest of player eligibility: When a person is believed to be ineligible to participate in an intramural contest, the protesting team's captain or manager must notify the contest officials of the eligibility question either before the contest, at halftime, or immediately after the contest prior to their captain signing the score sheet. Protests made after this deadline will not affect the outcome of the contest but will still be considered. The protest procedure will be:

- a) The contest official will suspend play.
- b) The protesting captain will explain the eligibility rule basis for protest.
- c) The contest officials and the sports supervisor on duty will record the protest for action by the Intramural Recreational Sports Director. The official Protest Form must be used.
- d) Play will then be resumed if time is remaining in the contest.
- e) The Intramural Recreational Sports Director will review the protest the next work day and a decision will be issued promptly.

SECTION 4 – STRUCTURE OF COMPETITION

- 4.1** Open Division: Eligible participants include individuals and student organizations. When feasible a competitive division and a recreational division (no play-offs) within the Open Division will be offered. Co-Rec teams compete in co-rec leagues as a sub-division of the Open Division.
- 4.2** All Sports Trophy Division (AST) General Eligibility – Eligible participants include individuals and official chartered student organizations, residence hall floors, or houses. For an AST organization to remain eligible for competition in the AST Division, the organization must participate in the minimum number of required activities each academic year:
- At least three Team Sports.
 - At least one Meet/Event Sports
 - At least two Individual/Dual Sports
- 4.2.1** If an organization fails to participate in the required number of events, that organization will be placed on probation for the following year. If, during the probation year, the organization fails to participate in the required number of activities, then that organization will no longer be a member of the AST Division. The aforementioned organization could regain eligibility for the AST Division after one year of non-membership.
- 4.3** All Sports Trophy (AST) Division – Organization: To be eligible for AST Organization competition, an organization must meet all intramural eligibility requirements and must be chartered student organization by Truman State University through the Center for Student Involvement (CSI), a hall or house recognized by the Office of Residence Life (i.e. Benton House, Truman House), or an organization sponsored by an academic department.
- 4.3.1** All participants must be bona fide members of the organization they are representing.
- 4.4** All Sports Trophy (AST) Division – Greek: To be eligible for AST Greek competition, an organization must meet all intramural eligibility requirements and must be a member of Interfraternity Council, Panhellenic Council, or National Pan-Hellenic Council.

4.4.1 All participants must be a member (active, associate, or pledge) of the particular chartered campus organization. Fraternities and sororities who have “alumni” members who are still undergraduate students may use such members as participants. All pledge members must have signed a “bid” or agreement to be officially recognized as a member of that organization to be eligible to participate for that organization. Any player who is rushing and has not signed a bid/agreement for the organization will NOT be eligible to play for that organization.

4.5 AST Division Points – Sportsmanship: Each organization is awarded one hundred sportsmanship points at the beginning of the academic year. Deduction of sportsmanship points is at the discretion of the Intramural Recreational Sports Director. To penalize poor and improper sportsmanship, points can be deducted from an organizations’ standing for the following reasons, as well as for other unspecified acts of non-sporting conduct:

Sportsmanship Infraction	Major/Minor Team Sports	Individual/Dual Sports/ Meets/Special Events
Forfeit	-10	-4
Use of Ineligible Player	-15	-10
Non-IM manager/captain contact with Director	-2	-2

4.6 AST Division Points – Participation: Teams may gain participation points by playing in each activity:

Major/Minor Team Sports	15 points
Individual/Dual Sports/ Meets/Special Events	10 points

4.7 AST Division Points – Placement: Each organization that finishes in the top four in tournament play will earn the following points:

PLACE	Major Team Sports	Minor Team Sports	Individual/Dual Sports	Meets/Special Events
First Place	30 points	20 points	8 points	15 points
Second Place	25 points	17 points	7 points	13 points
Third Place	20 points	14 points	6 points	11 points
Fourth Place	15 points	11 points	5 points	9 points

4.8 AST Sports – Major/Minor Sports

4.8.1 Major sports: Flag Football, Outdoor Soccer, 5v5 Basketball, Indoor Volleyball, Softball.

4.8.2 Minor Sports: Sand Volleyball, Indoor Soccer, 3v3 Basketball, Flag Football Tournament.

4.8.3 Individual/Dual: Tennis (Doubles, Singles), Pickleball Doubles, Table Tennis (Doubles, Singles), Bulldog 5k.

4.8.4 Meets/Special Events: Swim Meet, Track Meet. The Intramural Recreational Sports Director may add or remove events depending on facility space, weather, or other factors.

4.9 AST Division Points - Captains’ Meeting Attendance: Each Major team sport will have a video and quiz posted on <http://imleagues.com/Truman> for captains to complete. Each organization earns two points for completing an intramural captains’ video/quiz. AST-Greek and AST-Organization teams will lose two points if they do not complete the captains’ video/quiz. Points cannot be made up for missing a captains’ video/quiz.

4.10 AST Division Points – Protest: team captains/managers who believe an error had occurred in the awarding of points for any activity may challenge the points by notifying the Intramural Recreational Sports Director in writing of the challenge (via Email or by submitting to office mailbox). The team captain must provide specific information as to why they believe an error has been made. This challenge must occur by the last day of classes in the semester when the points were awarded, or by noon on the fifth day after the points in question are first published, whichever occurs latest.

SECTION 5 – ACTIVITY INFORMATION

5.1 Registration: Teams, doubles partnerships, and individuals wishing to compete in an event must register online through IMLeagues (<http://imleagues.com/Truman>) before the published deadline. The minimum number of participants must be on the roster for the team to be confirmed within the league. Teams that fail to reach the minimum number of players on their roster by the deadline will not be scheduled. Teams must be formed prior to entry; no individual entries are allowed for team sports (see section 5.3 on finding teams).

5.1.1 All participants must have an account created on IMLeagues. This site is used for scheduling, sign ups, and announcements. You will need your Truman email and student ID number in order to register with the Truman section of the IMLeagues website and participate in Truman Intramural Events. Participants must create an account using the name that is listed on their Truman ID.

5.1.1.1 In order to Register/Signup, participants have three options. Once you have selected an event/sport, the first option is to create a team by filling in the team name, logo, captain information, etc. The second option is to join a team, in which you will find an already created team and request to join, pending the team captain's approval. The third option is to join as a Free agent (see section 5.3 on finding teams). Team Captains also have the option of inviting participants to join their team.

5.1.1.2 All participants must complete the registration on IMLeagues which includes a waiver that must be signed prior to competing. No participants are allowed to participate unless this form has been completed, signed, and dated.

5.2 Registration Restrictions

5.2.1 An individual may play for only one team per sport, plus one co-rec team per sport if a co-rec division is offered.

5.2.2 An individual is considered part of a team once they compete in one contest with the aforementioned team at any time during preseason or playoffs. Once an individual has played a contest with a team, individuals are not allowed to switch to a different roster or play any contests with any other team in the current sport.

5.2.3 Roster additions: New players may be added to a team's roster at any time prior to the start of a contest. However, participants must be registered on IMLeagues and have completed the waiver to participate. Failure to prove team membership and waiver completion at the start of a contest will result in denial of participation.

- 5.2.4** AST Division: For both AST-Greek and AST-Organization activities, organizations will be limited to one team entry per team sport, and two singles and two doubles entries per sport. Additional participants may register in the Open Division. Meets and special events will be activity-specific for the number of entries per team allowed in the AST Division, and that information will be available on the Activity Information Sheet for each event.
- 5.3** Finding Teams: Free Agents/Individuals who are interested in participating in the Open or Co-Rec Division for a team sport may join the free agent section of the preferred sports league through IMLeagues on the Intramural website. Individuals are responsible for contacting each other to arrange meeting times and/or to discuss forming a team. Existing teams may utilize this information to look for participants to add to their roster prior to the first tournament contest. Intramural Recreational Sports will not be forming teams or soliciting others to help those participants searching for a team.
- 5.4** Team Captains' Meetings: Captains' meetings will be available online on IMLeagues before each major team sport to review playing rules, special situations, and changes to intramural policy.
- 5.5** Fees to Play: There are no entry fees for Intramural participation other than the Bulldog Run and golf scramble. Additional special events that require an entry fee may be added at the discretion of the Director of Intramural Recreational Sports.
- 5.6** Event Scheduling: Typically, intramural contests and tournament brackets are posted the day following the published activity deadline. Participants should remember that facilities and funds are limited and that event scheduling is reflective of that fact. We will strive to provide participants twenty-four hours' notice for most schedule changes, however, in some situations, notice will be shorter based on situational factors. For most team sports, we will endeavor to provide two pre-tournament contests plus a single elimination tournament. Individual sports usually have far more entrants than team sports and are usually scheduled as single or double-elimination tournaments. If a double elimination tournament is in place, it is considered to be double-elimination modified tournament where there may not be an "IF" contest. Winner of the championship contest will be the winner of the bracket. Participants should be aware of their path and schedule throughout the entire tournament. Participants should be familiar with reading and understanding standard tournament brackets. If you need help, please consult an Intramural Staff member or contact the Director of Intramural Recreational Sports.
- 5.6.1** Schedule conflicts: When teams register on the IMLeagues website, there is a section allowing teams to mark their availability. Although the Intramural Department will do its best to accommodate this availability statement, some overlaps may occur, and are the responsibility of the students to manage

appropriately. It is recommended that participants establish a healthy balance of involvement. Inevitably there will be unavoidable conflicts between intramural contests and other activities. Intramural participants are encouraged to choose wisely when such conflicts occur. For example, a participant may have to choose between an IM contest and homework, an IM contest and their job, or an IM contest and an organizational meeting. These conflicts are the responsibility of the student to manage. The best way to avoid these conflicts is to complete the team availability section prior to the contest schedule being released.

- 5.6.2** Postponing contests: Intramural Recreational Sports may postpone contests due to several reasons: inclement weather, unplayable field conditions, space usage conflicts, unavailable officials, emergencies, or other unanticipated reasons.
- 5.6.3** Rescheduling contests: Team captains or singles/doubles player(s) may request a tournament contest be rescheduled. The request must be in writing and must be received by the Intramural Recreational Sports Director by 12:00 noon of the last business day prior to the day of the contest. For example, a request to postpone a Monday contest must be received by noon on Friday. Only one rescheduling request may be made by a team or singles/doubles partnership during that sport season. In most cases, contests will be rescheduled using the following principles:
 - 5.6.3.1** The Intramural Recreational Sports Director has final say in determining contest times and dates. The Director may make exceptions to these guidelines in the case of extreme circumstances or emergencies.
 - 5.6.3.2** Requests for rescheduling preseason contests will most likely not be considered.
 - 5.6.3.3** Rescheduling requests will not be considered if the postponement will impact subsequent but already scheduled contests. For example, if the request is to postpone a 6:00pm contest, yet the winner or loser of that contest is to play again that same evening, then the request will be denied. Another example, if the request is to postpone a 6:00pm contest and winner or loser of the 6:00pm contest is to play the next day, and there is no opening in the facility schedule or officials are not available before the winner or loser would play the next contest at its scheduled time, then the request will be denied.
 - 5.6.3.4** Contests that will be rescheduled will be scheduled for the soonest possible date that the space is available.
 - 5.6.3.5** The players (for single or doubles activities) or team captains must agree on a makeup date/time in consultation with the Intramural Recreational Sports Director if facility or officials availability is to be considered.

- 5.6.3.5.1** This agreement of a makeup date/time must be reached and communicated in writing by each player (for singles and doubles activities) or team captain to the Intramural Recreational Sports Director by 12:00 noon on the day of the contest. For example, if a team wants to postpone a 7:00pm Wednesday contest, the captain must notify the Director of the request by 12:00 noon on Tuesday, and if the request is granted, an agreement as to a make-up date/time must be reached by 12:00 noon on Wednesday.
- 5.6.3.5.2** Failure to reach an agreement as to a make-up date/time by the deadline results in the original contest time being in effect.
- 5.6.4** Defaults: If a team or individual/doubles participant notifies the Intramural Recreational Sports Director by 12:00 noon on the day of the scheduled contest that the team or individual will not be able to compete in a scheduled contest for any reason; the opposing contestants will win the contest by default. Also, a team or individual participant who has started a contest but cannot continue due to injury, illness or disqualification will lose the contest by default. There is not a forfeit fee associated with defaulting a contest.
- 5.6.4.1** Organizations whose teams or individual/dual participants lose a contest by default still receive participation and placement points already earned so long as they have actually participated in a contest or subsequently actually participate in a contest.
- 5.6.4.2** If the notification occurs after 12:00 noon on the day of the scheduled contest, the contest is considered forfeited.
- 5.6.5** Forfeits and Forfeit Fees: A fee of \$20.00 for Team sports and \$10.00 for Singles and Doubles events will be assessed for each contest forfeited due to no show or failure, by a team, to reach the minimum number of required players to play by contest start time. The team captain is the individual in charge of paying any fines the team may accrue. If the team or player(s) pay the forfeit fee before their next contest, then the team or player(s) will be reinstated to competition. If the fee is not paid prior to their next scheduled contest, that contest will also be declared a forfeit. The captain then will be charged for two forfeits and according to the current rules will be removed from further play in that sport.

5.6.5.1 Each forfeit is notated on a report sheet for Intramurals at the end of each night. The next business day, an email will be generated and sent to the captain to inform them of the forfeit and outline the details of the fee to be paid. At the end of the next full business week, a second email will be generated and sent as a reminder of the forfeit. The captain has one week (7 regular days) from the day the second email was sent out to pay any forfeit fees before being placed on suspension on IMLeagues, which prevents them from signing up or playing in any contest from that point forward. This suspension will be removed, effectively immediately, once the captain has paid any forfeit fees. If after 30 days the fee(s) is still unpaid, a request to put a hold on the student's account will be issued through Student Accounts. Once the fee(s) is paid, the captain will return to good standing with Truman Intramurals and on IMLeagues.

5.6.5.2 A team forfeiting two or more pre-season contests will not be eligible for tournament play.

5.7 Tournament Seeding: Tournament seeding will be determined by any preseason contests that were played, with the exception of the Champion from the previous year. For example, if team A or individual A is the Champion from the previous year, they will automatically get the number 1 seed in the tournament. If there were no preseason contests played, the tournament will be seeded by random except for the Champion from the previous year.

5.7.1 When possible, multiple singles/doubles partnerships of an organization will not be placed in the same half of the bracket for AST tournament play.

5.7.2 Tie Breaker procedure for scheduling tournaments with preseason standings will be in order as needed: Win/Loss record, Head to Head results, Point Differential, Sportsmanship Points.

5.8 Protest of playing rules: Participants may not protest judgment calls of intramural officials. Some examples of judgment calls are: balls and strikes, out or safe, fair or foul, ball in or out of bounds, fouls or no call, carry/lift or legal hit, etc. Protests are allowed only for misapplication of rules. When a participant believes that a contest official has misapplied or misinterpreted a published playing rule, the respective team's captain or manager must notify the contest officials of the protest before the next play of the contest. If the decision in question happens to be the final play of the contest, the protesting team must file a protest with the event supervisor before signing the score sheet or leaving the facility. Protests made after these deadlines will not be considered.

5.8.1 When a team captain protests a non-judgment decision made by an intramural official, the officials will follow this protest procedure:

- a) The contest official will suspend further play.
- b) The protesting captain will explain the playing rule for protest.
- c) The contest official will respond with rationale for the original decision.
- d) The contest officials and the supervisor on duty will discuss the situation in the absence of all participants. These officials will decide whether a misapplication of the rules has actually occurred, and if so, will correct the decision.
- e) The decision will be communicated to the team captains.
- f) If the team captain(s) is not satisfied with the decision, the captain may then file a formal protest with the Intramural Recreational Sports Director before 12:00 noon of the following business day.

5.8.2 A team filing a formal protest with the Intramural Recreational Sports Director must follow this procedure:

- a) The team must have protested the decision to the contest official following the procedures listed in Section 5.8.1. Other protests will not be considered.
- b) The formal protest must be in writing, detailing the date, time and place of the situation in question, as well as a detailed description of the decision in question. Formal protests submitted via e-mail will be accepted. This detailed description must include the precise rule citation from the published playing rules. Protesting teams may borrow necessary publications. The team must also record all factors necessary to restarting or reconstructing the contest, such as possession, inning/half, time remaining, players on base, number of outs, etc.
- c) The Intramural Recreational Sports Director will review the protest and a decision will be issued promptly. The Intramural Recreational Sports Director will only order a contest to be replayed when he/she believes that the decision of the official had a deciding influence on the outcome of the contest.

5.9 Awards: Intramural Championship t-shirts will be awarded to the winner in each division (Open, Organization, Greek, Co-Rec) in all Intramural events. Champions may obtain their awards from the Intramural Recreational Sports Office during normal office hours.

5.9.1 Number of T-Shirts Awarded: Individual and doubles champions are each awarded championship t-shirts. For Meets/Special Events, t-shirts will be awarded to event winners in each division. For team sports, captains will receive t-shirts equaling 1.5 times the standard number of players needed to compete, rounded up (for example, 5v5 basketball will receive up to 8 shirts, regardless of team roster size).

5.9.2 T-Shirt Award Eligibility: In order to be eligible for a championship t-shirt, an individual must be listed on the official roster through IMLeagues in addition to having checked in and participated in at least one contest.

5.10 Recognition of Winners: Intramural Champions have the opportunity to be recognized for their accomplishment. A team photo is collected for use on Campus Recreation social media as well as for use on various promotional platforms.

5.10.1 In order to be recognized by team name and identified with a photo, teams must be represented in a way that coincides with the Student Conduct Code (see section 2.2 on team representation).