



CAMPUS RECREATION

INTRAMURAL SPORTS HANDBOOK

CAPTAIN'S RESPONSIBILITIES

At the time of registration on IMLeagues, the first person to create a team is recorded as the Team Captain. The Team Captain is required to watch the captain's video and pass the quiz before registering the team. The captain is responsible for ensuring that their teammates are informed of the rules and policies of Intramural Sports.

ELIGIBILITY

Current members of the BRIC are eligible to participate in Intramural Sports leagues, tournaments, and special events.

The Intramural Sports All Access Pass can be purchased for \$20 per semester.

Participants can purchase the IM Sports All Access Pass online at asiportal.cpp.edu, or the ASI CPP app, or at Member Services at the BRIC. The Intramural Sports All Access Pass includes participation in multiple sports and in multiple leagues during each season. Please note that a participant can only participate on one team from a skill specific league and one mixed-gender league. (Ex. A male participant cannot play on a Competitive Tuesday night team and a Recreational Thursday night Basketball, however, they can play on a Competitive team and All-Rec team or Recreational team and All-Rec team)

All eligible Intramural Sports participants can participate in all skill-based leagues (i.e., competitive, and recreational). The participant's gender self-identity will only be applied to player ratio requirements in All-rec leagues.

Sport Club Members

Current sports club members may participate in Intramural Sports leagues and tournaments. However, a maximum of three (3) sport club members can play on each team roster in related sports.

Intercollegiate Athletes

An Intramural Sports participant may be a current intercollegiate athlete if they do not compete in their collegiate sport or a sport of comparable nature. For example, collegiate Varsity Basketball players may not participate in Intramural Basketball.

Intercollegiate athletic squad members are defined as individuals practicing with or competing with their respective athletic squads. (This includes red-shirt athletes and Proposition 48 athletes).

A student shall be considered a member of an athletic team, until eligibility expires or is officially released by the coach of the sport.

Former Student Athletes

A student who has been a member of a varsity team at a four-year or a two-year college or university in a particular sport is eligible for Intramural Sports competition in a related sport after one year from their expiration of eligibility or release from the team. Graduates or transfers from community colleges are also affected by this rule.

Professional Athletes

Anyone who is or has been a professional athlete in a particular sport is ineligible to participate in their professional sport or a related sport for two academic years following their professional career.

GAME CHECK IN AND PARTICIPATION

Each participant is required to check-in with the Intramural Sports staff for every Intramural Sports game (regular season and playoff games). **Participants must check in with a valid Cal Poly Pomona ID, valid photo ID, or virtual ID card.** If a participant fails to check in before participating in any contest, they will be considered an ineligible player, and penalties will be assessed... If a game ends early, the next game can be started early if both teams agree.

PLAYOFF ELIGIBILITY

Participants are eligible for playoff competition provided they have signed in with the Intramural Sports staff for at least 2 of their team's regular season games. Only players who have participated in at least 2 of their teams' games are eligible for postseason awards.

CHANGE OF TEAMS

A participant who has already played for one team may not change to another team during the season without the permission of the Intramural Sports Manager. A participant playing on two teams will be ineligible for the next game, and their second team may receive a loss in all games previously.

ADDITIONS TO ROSTERS

All team rosters will close at the end of the regular season. **To add an additional player before the roster is set, the player must join the team roster on IMLeagues and be approved by the Captain or bring a copy of the All-Access Pass receipt (hard copy or electronic) and check in with the Intramural Sports staff before the game.** There is a maximum of 15 players on the roster. If the roster is completely full, a new participant can be added if another teammate is removed from the roster. The participant who wishes to be added will need the captain to notify the Intramural Sports Office to remove a player from the roster. The player to be removed must confirm that they no longer want to be on the team. The Intramural Sports Manager must approve any additions after the roster is set.

PARTICIPANT FRAUD

A participant registering under an assumed name will be barred from Intramural Sports participation and may be reinstated only after the approval of the Intramural Sports Manager. An ineligible participant may result in a loss for the team in all games they participated in.

SPECTATORS

Spectators may attend all Intramural Sports games. At the BRIC, spectators that are not BRIC members must check in with Member Services, sign a waiver, and wear a spectator wristband. After watching the game, spectators must return the wristband to Member Services. At the BRIC, minors must be supervised by an adult and their guardian must sign a waiver on their behalf.

FORFEITS

GAME TIME is FORFEIT TIME. If a team fails to appear at the game site and is not ready to begin play at the scheduled time for a contest, the Intramural Sports staff may declare the game a forfeit for the team that is not ready to play.

If one or more team members are present but do not have the minimum to start the game, the team ready to play can decide to take the forfeit win or they can choose to wait up to **15 minutes past the scheduled start time** for the other opposing team members. The game clock will start running at game time. Time will not be added back to the game clock. Points will be awarded, and play will begin once the opposing team arrives. The team that opted to wait for the opposing team will be awarded by the following:

Soccer- 1 goal will be awarded every 3 minutes, up until 15 minutes after start time.

Volleyball- 1 point every minute, up to 15 minutes.

Basketball- 2 points will be awarded every minute, up to 15 minutes.

Softball- 1 run will be awarded for every minute, up to 15 minutes.

Dodgeball- 1 game will be awarded every 5 minutes, up until 15 minutes.

Flag Football- 7 points every 5 minutes, up to 15 minutes.

Teams that forfeit will receive a 0-sportsmanship rating for that game. Forfeited contests will not be rescheduled.

Forfeited contests will also result in a favorable point differential for the winning team.

The final score will be recorded as:

Basketball: 30-0

Soccer: 5-0

Softball: 15-0
Flag Football: 21-0
Volleyball: 2-0
Dodgeball: 3-0

Two Forfeits = termination from the league. If a team forfeits a second game, the team will be ineligible for the remainder of the season, including playoffs. If a team wins a game by forfeit, all individuals officially checked in by Intramural Sports staff will be considered to have played in that game.

In the case of a forfeit during playoffs or a tournament, the other team automatically advances to the next round. If an illegal player played in multiple playoff games, the most recent team which lost will advance. Players who played for another team but did not make playoffs cannot play on a team that has made it to playoffs. Teams may not allow ineligible players to play, regardless of mutual agreement of both team captains and the players in the contest.

DEFAULTS

When teams are aware that they will be unable to field the minimum number of players for a game, the team should notify the Intramural Sports Office as soon as possible. The team will receive a default (i.e., a loss) instead of a forfeit. Two defaults will constitute a forfeit and defaults will not be rescheduled. Teams that default will receive a sportsmanship rating according to the framework below.

Default- 3.0 Sportsmanship Rating

When a team does not have the minimum number of players for a game, the team notifies the Intramural Sports Office (imsports@cpp.edu) **by 10 am of game day.**

Default- 2.0 Sportsmanship Rating

When a team does not have the minimum number of players for a game, the team notifies the Intramural Sports Office **between 10 am- 3 pm** of game day.

Default- 1.0 Sportsmanship Rating

When a team does not have the minimum number of players for a game, the team notifies the Intramural Sports Office **after 3 pm but at least an hour before** game time.

MINIMUM NUMBER OF PLAYERS

All sports have a maximum number of players that can participate in the game at any given time, along with a minimum number of players needed to begin a game. The specified number and the minimum number of players needed to begin play for each sport are:

- 5v5 Basketball (4 players)
- 7v7 Flag Football (5 players)
 - All-Rec 8v8 Flag Football (6 players)
- 7v7 Soccer (5 players)
- 10v10 Softball (7 players)

6v6 Volleyball (3 players)
6v6 Dodgeball (3 players)

All-Rec Division:

Each team must have the specified amount of players on the field/court to begin a game. The number of one gender must not exceed 2 more of another gender.

1. 5v5 Basketball (2 or 3 male, female, or non-binary) (4 players- Min. of 1 and max of 3 of a gender)
2. 8v8 Flag Football (4 female players, 3 non-binary players, and 1 male player) (5 male players and 3 female players) | (6 players- Min. of 2 and max of 4 of a single genders)
3. 6v6 Volleyball (4 men, 1 woman, 1 non-binary player; 3 women, 2 nonbinary players, 1 male) | (3 players- Min. of 1 and max of 3 of a gender) Example teams of 3: 1 man, 2 women; 1 man, 1 non-binary player, 1 woman)
4. 7v7 Soccer (3 female players, 3 non-binary players, and 1 male player; 4 male players and 3 female players) | (5 players- Min. of 2 and max of 4 for a gender)
5. 10v10 Softball (3 or 4 male, women, and non-binary) (7 players-Min of 3 and a max of 6 for a gender)

ASSUMPTION OF RISK/LIABILITY/HEALTH INSURANCE COVERAGE

Due to the voluntary nature in which individuals choose to participate, each person assumes the risk of harm or injury while competing in Intramural Sports activities.

Therefore, it is strongly recommended that everyone involved in Intramural Sports maintain sufficient health insurance coverage.

All accidents and injuries resulting from Intramural Sports must be reported immediately to the Supervisor on duty.

EQUIPMENT AND UNIFORMS

Safety and purpose served will be the primary factors when deciding on allowable additions to the basic uniform and equipment. All recommendations and requirements of proper attire are for the participants' safety and enhancement of the games.

The BRIC Equipment Checkout provides equipment for most sports. Participants are responsible for supplying necessary equipment if it is not provided by Equipment Checkout or Intramural Sports. All personal equipment and uniforms used in the Intramural Sports program must meet the rules of each sport.

No jewelry (unless taped) or headwear (only headbands, hats without bills, head covering, braids with beads. and religious wear) allowed in contact sports.

NO SHORTS WITH POCKETS.

Only non-contact sports (E.g. softball, dodgeball, tennis, and volleyball) may wear shorts with pockets.

Pockets may be sewn or zipped shut. No other attempts to alter pockets will be allowed.

Every participant must wear athletic-type shoes. For indoor sports, all shoes must be non-marking and soft-soled. No open-toed sandals or bare feet. For outdoor sports, cleats must have molded all-rubber soles. Only half-inch molded cleats will be allowed. No metal or screw-in cleats will be allowed.

JERSEYS (for identification purposes ALL most sports)

Jerseys will be available in the BRIC Equipment Checkout for teams to check out before their game. Jerseys will be checked out by **one** of your team members at the BRIC Equipment Checkout.

Teams may wear their own uniforms if it clearly differentiates them from their opponent. If it does not, they must check out jerseys provided by ASI Campus Recreation. All uniforms must have a number on either the front or back of the jersey.

AWARDS

Intramural Sports Championship t-shirts will be awarded to each member of the championship team of each division following tournament or league play. Only players who have participated in at least two (2) of their team's games are eligible for awards. Additionally, winning teams with fewer than 15 members will only receive as many t-shirts as members on their official team roster.

PLAYOFFS

How does my team qualify for the playoffs?

1. Overall record
2. Point differential
3. Points for
4. Points against
5. Any team with a winning record or in the top half of teams in a league (Competitive, Recreational, Women's, Open, and All-Rec) will advance to playoffs.

Sportsmanship is used a prerequisite to advance to playoffs

A team must maintain a 3.0 or better sportsmanship throughout the playoffs. If Team A wins the contest against Team B, but Team A doesn't maintain a sportsmanship rating of 3 or better, then Team B would advance if they maintained the minimum sportsmanship rating.

SPORTSMANSHIP

All participants, Team Captains, and spectators are expected to practice "good sportsmanship" behavior. Participants and spectators are accountable for their behavior from the time they arrive at the game site until they leave. Team Captains are responsible for the behavior of their team and spectators. All participants shall respect and exercise courtesy towards all teammates, opposing teams, spectators, and staff. The Team Captain will sign the game sheet after the game to confirm the score and

sportsmanship rating. The sportsmanship rating is based on a 0 – 4 scale. 0 is the lowest and 4 is the highest score.

A team must maintain a 3.0 sportsmanship rating to make the playoffs.

Sportsmanship will not determine a team's rank. The team must only maintain at least a 3.0 rating to be eligible for playoffs. The following is a detailed breakdown of the sportsmanship rating. Spectators and coaches also represent a team and can lower a team's sportsmanship rating.

- 4: ABOVE AVERAGE** sportsmanship.
Highest level of sportsmanship, respect and civility consistently shown to opponents, teammates, staff, spectators, facilities, and equipment before, during, and after the contest. Captain displays good control over their team and conducts themselves in an honest, calm, and respectful manner when dealing with intramural staff. **None or 1 unsporting foul (technical fouls, yellow cards, unsportsmanlike conduct) were given for procedural plays/rules (I.E. playing with jewelry or shorts with pockets).**
- 3: AVERAGE** sportsmanship.
1-2 minor incidents that warrant a team receiving a score below a "perfect game" above average-to-average sportsmanship is displayed the rest of the time. **1 unsporting foul may have been given or DEFAULT**
- 2: BELOW AVERAGE** sportsmanship.
1-2 incidents resulting in a below average sportsmanship rating. Examples include swearing, disrespect toward opponents, staff, spectators, or equipment. **2+ unsporting foul(s) were given.**
- 1: VERY POOR** sportsmanship.
Examples include swearing, disrespect toward opponents, staff, spectators, or equipment; multiple unsporting fouls/penalties assessed; consistent arguing of Officials' calls; **player ejection.**
- 0: UNACCEPTABLE** sportsmanship.
Examples include: **multiple players/spectators ejected**; abusive language toward officials, **fighting**; staff, or opponents; verbally or physical threatening of anyone; any behavior resulting in the contest being called to a stop by Intramural Sports staff. **Or FORFEIT**

All participants and spectators are prohibited from the following:

- Using foul or abusive language. Swearing will not be tolerated
- Taunting players and/or spectators.
- Fighting, physical assault, or any inappropriate contact against players, spectators, or staff
- Arguing with and/or attempting to intimidate Officials or other ASI Campus Recreation Staff prior to, during, and/or immediately after games

- Confronting the opposing team or the Officials after a game.
- Littering or improper disposal of waste

NOTE: The above policies are consistent with the University's Zero Tolerance Policy, and all participants are expected to fully comply with this policy. The full University policy is available on Cal Poly Pomona's website.

EJECTIONS AND SUSPENSIONS

Any player ejected will be suspended from play and must leave the facility immediately. The ejected participant must meet with the Intramural Sports Manager to determine ongoing eligibility, and possible reinstatement. Ejected players may also be reported to the Student Code of Conduct office for additional progressive discipline.

Ejected participants are unable to attend games as a spectator. After a second ejection, the participant will be ineligible from Intramural Sports for the rest of the season. Players involved in fights shall be ejected from the game and removed from the league for at least the remainder of the academic term.

Any player who physically harms another teammate, opposing player, spectator or ASI Campus Recreation staff because of an action(s) determined to be outside of the scope of the nature and/or spirit of the game (as determined by the Director of Recreation or their designee) will be banned from participating in the Intramural Sports Program.

A team can be suspended from the league if a team accumulates 3 ejections or 6 technical/intentional fouls, unsportsmanlike conducts, or red cards.

PROTESTS & APPEALS

The first type of allowable protest is a rule misinterpretation. In order to protest a rule misinterpretation, the team captain must immediately notify an Intramural Sports Staff member working the game that they wish to protest. Failure to inform a staff member immediately following the play believed to be misinterpreted will result in the inability to protest the situation. Judgment calls by an Official may not be protested. In certain situations, once a protest is filed, an immediate judgment may be made by a staff member. In other situations, the game may continue, and the protest reviewed following the game. If this occurs and the protest is upheld, the game will be replayed from the point the protest occurred.

The second type of protest allowed is due to player eligibility rules. Eligibility protests may be filed with an Intramural Sports staff member immediately before, during, or up to **24 hours** after a game in which an alleged ineligible player participated. Failure to complete and return the protest form in a timely manner will result in the inability to protest the game. If the protest is upheld, the team using the ineligible player shall forfeit the game.

ALCOHOL/DRUGS/TOBACCO

Intramural Sports is a Substance-Free Environment

Intramural Sports promotes health and wellness in a substance-free environment. The use and/or possession of alcohol, tobacco, drugs, or related paraphernalia is not permitted by participants or spectators.

At no time during any Intramural Sports-sponsored activity is the consumption of alcoholic beverages allowed. Individuals suspected of being under the influence will not be allowed to participate and will be asked to leave the playing area. Each Team Captain is responsible for enforcing this policy with team members and spectators. If a team, either its participants or spectators, is found to possess or consume alcoholic beverages at a sponsored event, that team will forfeit and be suspended from all Intramural Sports activities. If the team, participants, or spectators, fail to comply with the request of the Supervisors, University Police will be called to handle the situation.

NOTE: The above policies are consistent with the University's policies on Alcohol and Drugs, and all participants are expected to fully comply with this policy. The full University policy is available on Cal Poly Pomona's website.

REFUNDS

Refunds are generally not given for Intramural Sports if a participant has already participated in a game. The Director of Recreation or designee may approve exceptions/special circumstances on a case-by-case basis. Approved exceptions/special circumstances are subject to prorating and processing fees.

WEATHER-RELATED CANCELATIONS

In the event of inclement weather resulting in questionable playing-area conditions, it shall be the responsibility of each team captain to contact the Intramural Sports Office at (909) 869-2109 for a decision prior to the scheduled contest time. In the event of inclement weather, all decisions regarding games will be made **as soon as possible and teams will be notified**. Games canceled due to weather are not guaranteed to be rescheduled.

NOTE: The above policies are consistent with the University's Student Code of Conduct, and all participants are expected to fully comply.

Refer to the BRIC Facility Use Manual on the website for facility guidelines.

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