



CAPTAIN'S MANUAL

2023-2024

Intramural Sports

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Introduction

Thank you for agreeing to be the captain of your team. We hope you enjoy your experience and wish you and your team all the best while participating in these fun activities. All information in this handbook is meant as a guide to participating and we hope it answers any questions you may have. For more specific information concerning procedures of the program, please visit the website at www.usi.edu/rfw or contact the following people in the Recreation, Fitness, and Wellness Center:

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Mission Statement

It is the mission of the Intramural Sports staff to provide quality programs, services, and facilities to the diverse community of the University of Southern Indiana. We encourage the life-long pursuit of an active, healthy lifestyle, and enhance student development by providing leadership and employment opportunities.

The University of Southern Indiana Intramural program offers the following sports/activities, which can all be found on IMLeagues.com/USI:

Leagues

Basketball
Bowling
Fantasy Football
Flag Football
Floor Hockey
Futsal
Soccer
Softball
Volleyball

Tournaments

3v3 Outdoor Basketball
Badminton
Battleship
Cornhole
Disc Golf
Dodgeball
Euchre
Golf Scramble
Pickleball
Sand Volleyball
Spikeball
Table Tennis
Tennis

Activities

Halloween Glo Bowling
March Madness Bracket Challenge

Are You Eligible to Play?

To be eligible to play an intramural sport, you must be a University of Southern Indiana undergraduate or graduate student who is currently enrolled in at least one credit hour and has paid the student activity fee. Faculty/Staff of the University are also eligible to participate. Other eligibility requirements and guidelines include:

Follow us on Instagram [usi.intramurals_](https://www.instagram.com/usi.intramurals_)

- 1) Participants must check-in with their Eagles access card before each game or activity they participate in. Participants will receive one free pass per sport if he/she forgets his/her card.
- 2) Before playing, each player must sign the online Intramural Sports roster waiver form.
- 3) Per sport, men are eligible to play on one Men's League team **AND** one Coed League team. Women are eligible to play on one Women's League team **AND** one Coed League team. The first team an individual plays on will be their legal team for that league. If an individual illegally plays with a second team, that second team will be forced to default and lose every game that individual played in. That individual player will also be suspended for one game with their first, legal team.
- 4) If a tournament does not offer leagues, then a participant may only play on one team per sport.
- 5) To be eligible to play in the playoff of any sport, individuals must have played in at least one regular season game.
- 6) Players who do not meet eligibility requirements will be suspended immediately from participation and will cause the team they play with to:
 - Default and lose all games they participated in.
 - Team will be allowed to advance to tournament if losses and record can be overcome.
 - Teams guilty of this offense a 2nd time during the school year will be charged with a forfeit and loss for each occurrence and will not be allowed in the post season tournament.
 - Team will receive a "3.0" sportsmanship rating for these defaulted games.
- 7) The Intramural Sports staff will make all final decisions regarding eligibility and penalties associated with participating in the program.

Professional Athletes

Any individual who has received pay for playing or coaching or who is recognized by that sport's governing body as a playing or coaching professional will be ineligible to participate in that sport or related sport.

Intercollegiate Athletes and Coaches

Intercollegiate athletes may participate in their sport during the academic year if they have used up their athletic eligibility to play collegiately or if they have quit or are no longer a part of the team. When they become eligible to play, they may do so under the "**ringer rule**" which limits the number of former intercollegiate athletes to **TWO** per Intramural Sports team and they must play in the "A" league if one is available. If there is no "A" league, then teams are still limited to 2 players. All collegiate coaches are considered members of their team and are therefore restricted from participation in the sport of their specialty.

Club Sport Members

A club sport member who practices and participates in club sports shall be eligible to compete in that sport and/or related sport. However, the "**ringer rule**" governs and limits the number of prospective club sport members to **TWO** per Intramural Sports team and they must play in the "A" league if one is available. If there is no "A" league, then teams are still limited to 2 players.

Sport Restrictions for Professional, Intercollegiate, Club Sport Athletes and Coaches

The following list of sports and their related counterparts refer to the restricted sport categories imposed on the professional athletes, intercollegiate athletes and coaches, and club sport members. Players are restricted in their sport and associated sports as follows:

Related Professional, Athletic, or Club Sport

Baseball, Softball
Football
Tennis
Golf
Volleyball
Basketball
Bowling
Soccer
Disc Golf

Intramural Sport

Softball
Flag Football
Tennis
Golf Tournament
Volleyball, Sand Volleyball
Basketball, 3-On-3 Basketball
Bowling
Soccer, Futsal
Disc Golf

How to Sign Up

Below are directions on how to sign up for intramural sport leagues, tournaments, and activities. Please contact the intramural staff if you have any questions or issues.

- 1) Go to IMLeagues.com/USI to create an account using your MyUSI username and USI email address.
- 2) Create a team in the sport or activity you wish to participate or join as a free agent (see below) if you do not have enough players to form your own team before the registration deadline listed.
- 3) Read all the sport/activity information so you know when the sports begin, the location of the sport, and any other essential information.
- 4) Read the rules of the sport or activity.

Your Team Name

Coming up with a team name to play under is sometimes difficult but can be fun at the same time. Here are some guidelines to help you do this:

- 1) Keep the same team's name in each Intramural Sports activity you play to earn All-Campus points.
- 2) Team names need to be respectful, fun, "PG" rated, and not offensive to anyone.
- 3) Intramural Sports staff reserves the right to review and modify names they find unacceptable.
- 4) If unsure of a team name, one will be given to you to play by.

Become a Free Agent

Free agents are individuals who would like to play but do not have a team to play with or know enough people to form a team. If you are interested in joining a team, you should:

- 1) On [IMLeagues.com](https://www.imleagues.com), sign up as a free agent for the sport you wish to play. Your name and contact information will be available to captains looking for players.
- 2) Come to the sports Captain's Meeting to talk with teams in need of players.
- 3) Ask team captains on [IMLeagues.com](https://www.imleagues.com) to join their team if you see they need players.

Late Entries & Waiting List

Late entries are accepted after the deadline date and will be kept on a waitlist on [IMLeagues.com](https://www.imleagues.com). However, there is no guarantee that they will be able to participate. Team Captain's will be notified if availability opens in a league or tournament.

Equipment & Jerseys

Equipment guidelines:

- 1) The Intramural Sports program provides most equipment for activities. Individual participants are encouraged to bring and use their own equipment if it is in good condition and approved for use.
- 2) USI students, faculty, and staff may check out equipment with a USI Eagle Access ID card at games or anytime from the Recreation and Fitness Center with prior approval. Damaged or lost equipment will result in a fine being assessed to recover the cost of the equipment. Players and/or teams will be ineligible to participate until equipment is returned or the cost to replace the missing or damaged equipment is collected.
- 3) Generally, players are prohibited from wearing any piece of hard equipment that has the potential to injure others during play. Example of this equipment includes, but not limited to the following: Billed hats, jewelry, leg/knee braces that are not padded sufficiently, casts, and shoes with metal cleats.

Jersey guidelines:

- 1) Jerseys are provided in sports needing uniforms; however, teams may wear their own similar colored jerseys or uniforms during competition provided they are appropriate for play and not offensive in any way.
- 2) The Intramural Sports staff reserves the right to determine the appropriateness of team uniforms.

Team Captain Responsibilities

Each intramural team must have a Team Captain who is interested in the program and the welfare of his/her team. Team Captains play a vital role, as they provide leadership and serve as a liaison between the Intramural Sports staff and the team. It is his/her responsibility to:

- 1) Register his/her team for the sport they wish to play in on [IMLeagues.com](https://www.imleagues.com) by the deadline date.
- 2) Read the rules of each sport before the league begins and explain those rules to teammates.
- 3) If playing a league sport, take and pass the Captain's Quiz to learn all the sport rules and guidelines.
- 4) Check your schedule on [IMLeagues.com](https://www.imleagues.com) and notify all team members of date, time, and place of the games.
- 5) Have team show up fifteen minutes before starting time to ensure that everyone is ready to play at the scheduled starting time and submit players' names on score sheet (5) minutes prior to scheduled contest.
- 6) Make sure all your players are eligible to participate and bring their student ID to each game.
- 7) Make sure all team members sign the Intramural Sports roster form before they play their first game.
- 8) Be sure team members know the game rules and regulations and are informed participants.
- 9) You are responsible for your team's sportsmanship and the actions of your players and spectators.
- 10) Have enough players each night available to play to avoid forfeiting, being fined, and suspended
- 11) Inform the Intramural Sports Staff if you must default a game (see below).

Captain's Meetings and Quizzes

Team Captains are responsible for attending the Captain's Meeting and taking the Captain's Quiz for each sport league. The Captain's Meeting date, time, and location is listed under each sports description on [IMLeagues](https://www.imleagues.com). If the Team Captain cannot make the Captain's Meeting, another member of the team must attend in his/her place. The Captain's Quizzes can be found on [IMLeagues](https://www.imleagues.com). Participation points will be deducted from a team's All-Campus point standing when a team fails to attend the mandatory Captain's Meeting or take and pass the Captain's Quiz prior to a sport activity.

Scheduling, Rules, & Rosters

- 1) Playing schedules and rules for individual sports are available online at [IMLeagues.com](https://www.imleagues.com).
- 2) Each schedule will have playing dates, times, and location of each game, as well as each team's win/loss record and sportsmanship ratings.

- 3) The Intramural Sports staff reserves the right to change scheduled dates and game times at any point during the regular season or post-season tournament. Team captains and participants will be given reasonable notification.

Since all Intramural Sports teams can pick the days and times they play when they sign up, postponements and rescheduling of contests are extremely rare. However, we are willing to cooperate in extraordinary circumstances by allowing occasional postponement and the rescheduling of contests. Steps taken to postpone or reschedule a contest:

- 1) Contact the Intramural Sports Staff member in charge of the sport to see if rescheduling a game is possible.
- 2) A 24-hour notice is required to reschedule a game so that opponents, officials, and scorekeepers can be notified.

Prior to your first scheduled game, all team members must be on your [IMLeagues](#) roster and have signed the online waiver.

Sportsmanship

A goal of the Intramural Sports program is to provide an opportunity for each student to participate in their favorite sport(s) and to cultivate a healthy appreciation of competition through fairness and team sportsmanship. Students, faculty, and staff who participate in competition as well as spectators are expected to conduct themselves in a manner marked by rational behavior, respect for others, and awareness of appropriate conduct. Competitors who do not demonstrate such cooperation jeopardize not only their own eligibility, but also that of their team in current and future competition.

The following will not be tolerated prior, during, and following competition from players, teams, or spectators:

- 1) Harassment, this includes improper language, gestures, or intimidation.
- 2) Any threat of physical force.
- 3) Physical force, to include, but not limited to, shoving, punching, swinging at, and causing injury.
- 4) Failure to comply with directions of game officials, scorekeepers, or the Intramural Sports staff.
- 5) Disruption of any competition, either verbally or by entering the court or field of play.

Players and spectators who fail to comply may be subject to one or more of the following penalties:

- 1) Ejection of player from game or spectator from the game site.
- 2) Forfeiture of game.
- 3) Suspension of an individual or team's playing privileges for a period between one day and their academic life at the University followed by a specified period of probation.

- 4) Referral to the Dean of Students.
- 5) Permanent suspension from Intramural Sports activities.

The USI Intramural Sports staff believes good sportsmanship to be an extremely important part of the program and seeks to encourage its development. After every game teams will receive a sportsmanship rating based on the following criteria:

- 4 pts Good Conduct and Sportsmanship:** Players cooperate fully with the officials, scorekeepers, and Intramural Sports staff. The captain is the only player to converse about rule interpretations and calls and does so in a polite and respectful manner. The captain also has full control of their teammates. Team is respectful to their opponents, officials, scorekeepers, spectators, and Intramural Sports staff.
- 3 pts Average Conduct and Sportsmanship:** Team members complain about decisions made by the officials and/or show minor dissent. Team members show minor disrespect to someone involved in the contest.
- 2 pts Below Average Conduct and Sportsmanship:** Team shows verbal dissent towards officials and/or the opposing team. Captain exhibits minor self-control and little or no control over their team.
- 1 pt. Poor Conduct and Sportsmanship:** Players constantly comment to the officials and/or opposing team from the playing area or sidelines. Team captain has no self-control and no control over their team's actions.
- 0 pts Very Poor Conduct and Sportsmanship:** Team is completely uncooperative. Captain has no control over teammates and/or themselves.

Special Situations:

1. A team winning by forfeit or default will receive a "4" rating.
2. Teams losing by default will receive a "3" rating.
3. Teams using an ineligible player will receive a "3" rating.
4. Teams losing by forfeit will receive a "0" rating.

- 1) Rating will be completed at the conclusion of the contest by the game official, scorekeeper and/or the Intramural Sports staff. Half or .5 ratings will be allowed. Ex. 3.5, 2.5, 1.5 etc.
- 2) Teams that receive a "0", "1" or "2" Sportsmanship rating will be required to meet with professional staff before their next scheduled game to discuss sportsmanship and playing expectations.
- 3) Each team must average a "3.5" sportsmanship rating during league play to qualify for the post season tournament.
- 4) Each team must average a "3.5" sportsmanship rating to continue playing in the tournament. However, a team can receive a "3.0" in their first tournament game and advance but must receive a "4.0" in their next game to continue playing in the tournament. A team must maintain a "3.5" average for the rest of the tournament.

The Intramural Sports professional staff reserves the right to suspend any team and/or individual from participating in Intramural Sports events for sportsmanship violations.

Forfeit Policy

Forfeits are one of the most damaging parts of any program. Teams want to win by playing, not by forfeit. The Intramural Sports program is obligated to pay officials and supervisors and uphold facility reservations although teams do not show up to play. We do not want forfeits to occur so have your team ready to play. A forfeit result in any contest for the following infraction:

- 1) A team does not “show up” to play when scheduled.
- 2) A team leaves the playing area before the contest is completed.
- 3) A team is found using an ineligible player for the 2nd time in an academic year.
- 5) Rough play, unsportsmanlike conduct, or playing under the influence of alcohol or drugs could result in the game being declared a forfeit.

Penalties for forfeiting a contest are:

- 1) Teams will not be eligible to participate in the playoffs regardless of their regular season record.
- 2) Teams will be fined \$15.00 for each league forfeit and \$2.00 for a non-league forfeit or “no show”. Teams and players will be suspended from future Intramural Sports participation until forfeit fee is paid and may be required to meet with the Intramural Sports Professional Staff to discuss re-instatement.
- 3) In the event of a double forfeit, both teams will be issued losses, fined, and suspended.
- 4) Teams forfeiting a second contest will be dropped from the sport, be fined \$15.00 for each forfeit, be suspended from all future Intramural Sports play and will be required to meet with the Intramural Sports Professional Staff to discuss re-instatement.
- 5) Contests which are completed prior to a team being dropped from the league for forfeits shall remain official. Games not yet played will be recorded as “wins” for the opposing team.
- 6) All-Campus participation points will be deducted from a team that fails to show up for an event.

Default Policy

The Intramural Sports Staff understands that teams occasionally, due to unforeseen circumstances, may be unable to field a team. For this reason, a team captain may avoid a forfeit by defaulting the game. Below are some default guidelines:

- 1) If you are unable to make your game, call an Intramural Sports Professional Staff member by 2 pm, the day of our game, to default the contest. The contest will be declared a default; a loss will be assessed,

and the opposing team will be granted a win. Your team will receive a 3-sportsmanship rating for defaulting.

- 2) After two defaults during a sport season, teams will be removed from the league.

“For the love of the game”

If your team does not have enough eligible players but are able to provide enough players for a scrimmage, you will receive a default loss and will not be fined and suspended. You may ask players from other teams to play.

Cancellation & Postponements

- 1) On days when weather conditions are questionable, your team captain will be contacted by the Intramural Sports office only if games are postponed or cancelled.
- 2) You can also check Twitter (*@USIIintramurals*) or Instagram (*usi.intramurals_*) to see if games have been postponed or cancelled.
- 3) Games that are postponed will be made up at the earliest possible time based on facility availability.
- 4) In the case of continuous inclement weather that forces games not to be played, leagues or tournaments may not be finished completely. All efforts will be made to play games and determine winners if possible.
- 5) If the University is closed for any reason, all Intramural Sports activities are cancelled as well.

Officials & Scorekeepers

Officials & Scorekeepers are very important to the program. They assume a difficult task. Their role is to provide a healthy, enjoyable, and sportsmanlike game atmosphere. Please treat them with respect as they are students like you and are doing the best job they can.

We are always looking for officials with experience in officiating. If you feel dissatisfied with the officiating and feel like you can do a better job or have team members who do, then agree to be an official. Don't be a part of the problem by complaining, be a part of the solution by offering to officiate in the program.

Risks Involved While Participating

- 1) All athletic activities involve an element of risk and injury. The University of Southern Indiana and the Intramural Sports program are not liable for injuries suffered by participants or spectators, as

participation in the program is voluntary. Any accidents incurred in transit to an event, spectating, or playing during an event, or returning to place of residence after an event are the individual's responsibility. Therefore, all participants are advised to have proper medical insurance coverage before playing. The USI Student Health Center offers a low-cost health insurance plan.

All injuries should be reported to the Intramural Sports staff immediately. An Intramural Sports staff member will complete an accident report form and determine if further care or assistance is necessary. If a participant is injured and further care is necessary, USI Office of Public Safety will be notified. However, the injured party assumes all liability for any transportation and/or medical charges.

- 3) When a participant suffers an open wound or laceration with bleeding, the competition shall be stopped and the participant will be required to leave the playing area. The participant will not be allowed to return to competition until the wound has been treated, bandaged, bleeding has stopped, and blood stained clothing removed and cleaned from the playing area.

Protests

The Intramural Sports staff realizes that on occasion an official may incorrectly interpret a rule. However, the privilege of lodging a protest must not be abused. The purpose of a protest is to ensure opportunity for fair play, not to get a freebie win from an obvious losing situation. A protest can be avoided through communication among the team captains, officials, and Intramural Sports staff. It is with this thought in mind that the following rules governing protests have been made:

Rule Interpretations Protests

Failure of an official to apply the correct rule to a given situation or failure to impose the proper penalty for a given situation.

- 1) No protest will be considered which concerns the judgment of an official.
- 2) To be valid, a protest of a rule interpretation must be verbally registered by the team captain to the official on the field/court at the time the incident occurs and the Intramural Sports staff member in charge must be notified. The game will be stopped; the officials, scorekeeper, Intramural Sports staff member and team captains will make an on-site ruling on the situation.

If either captain believes the ruling to be in error, he/she should inform the Intramural Sports staff member that he/she wishes to file a formal protest. Immediately following the game, the protesting captain must complete a protest form and submit it to the Intramural Sports staff member.

Intramural Sports professional staff will rule on all protests. If a protest is ruled valid, every attempt will be made to replay the game from the point at which the protest was lodged. If the protest is found invalid, the game will stand as played.

- 3) No protest will be considered after the situation or game if not protested properly when it occurs.

Eligibility Protests

- 1) To protest the eligibility of a player teams must inform the Intramural Sports staff before, during, or immediately following the played contest. Exception: Single elimination tournaments and one day events. These protests must be made at the conclusion of that game so a ruling can be made quickly before the next game is played.

- 2) After a sport season has been completed and points declared, protests concerning eligibility of players will be considered. Teams found to have used ineligible players may lose All Campus points, any awards received, be fined and the entire team faces possible suspension from future Intramural Sports activities. These teams will also be required to meet with Professional Staff to determine penalties.

Discipline & Conduct

In situations during Intramural Sports competitions where players or spectators act in an unsportsmanlike manner, the officials, scorekeepers, or Intramural Sports staff at the game has complete authority in taking action as they deem necessary in order to keep the game in control. Depending on the severity of the incident, the following actions may be taken; give warnings, ejection from game, ejection from area, and/or suspend the game. All misconduct situations will be reported to the Intramural Sports Professional Staff and USI Dean of Student's office for further action if necessary.

Player Ejection

Officials, scorekeepers, and the Intramural Sports staff reserves the right to eject anyone from the fields or courts who displays unsportsmanlike conduct or interferes with the official's ability to perform their duties or the game in any way. This includes players, coaches, and spectators.

Anyone ejected for any reason from a scheduled contest will automatically be suspended from their next played game and from further participation in the Intramural Sports program until they meet with the Intramural professional staff to discuss the situation. Further action may also be taken.

If a player is ejected from a game they may not return to that game, and will be requested to leave the field or gym. Failure to do so will result in their team forfeiting the contest. If a player is ejected from a tournament game, they will be ineligible for the remainder of the tournament.

Players may be ejected immediately for any of the following offenses:

- 1) Abusing facilities or equipment: In addition, players may receive a suspension and will be responsible financially for any damage done to playing facilities or equipment.
- 2) Abusive language: Anyone involved in a game using inappropriate or abusive language may be ejected from that game and face further penalties.
- 3) Unnecessary roughness: Anyone in a game that is deemed to be playing rough may be removed from that game and face further penalties.
- 4) Threats: Any team or individual that verbally threatens or physically tries to intimidate an official, opponent, scorekeeper, spectator, or Intramural Sports staff member shall be immediately ejected from the game and faces possible suspension from participating in Intramural Sports activities.
- 5) Fighting: Any team or individual that instigates or participates in a fight shall be immediately suspended from the game in which the incident occurred. Additional suspensions may be incurred and criminal charges may be filed against participating individuals.
- 6) Cheating: A player or team found cheating will be ejected immediately and will face further disciplinary action, including possible suspension from participating in the Intramural Sports program. Some of the infractions which come under this heading include: Playing under an assumed name, playing on more than one team or misrepresenting a score.

- 7) Alcohol & Drugs: The use of alcohol and/or drugs are strictly prohibited at or in the vicinity of scheduled Intramural Sports activities. Participants who are considered under the influence of alcohol or drugs will not be permitted to participate and a report will be made to the USI Dean of Students.
- 8) USI is a tobacco free campus, and their use is prohibited at all facilities.
- 8) Gambling: Gambling in any form is not permitted on University premises.

Non-Reportable or Minor Violations

- 1) Recreation, Fitness and Wellness staff may consult with the Dean of Students on any type of disciplinary case. All non-reportable and low-level violations will be resolved at the lowest level possible and be handled by Recreation, Fitness and Wellness and may not require an initial review. Student staff may be included in the Intramural Advisory Council hearing process. The Intramural Advisory Council is made up of Student Intramural Supervisors and RFW staff.
- 2) In a non-reportable or low-level violation case, the alleged individual, intramural team or club sport leadership (i.e., Team Captain, President, and other officers when appropriate) will be contacted by the designated staff member from Recreation, Fitness and Wellness, here after referred to as the Administrative Hearing Officer. At this time the accused individual, intramural team or club sport is made aware of the University disciplinary process, the nature of the complaint and alleged violations, and the range of sanctions possible for that type of offense. The individual, intramural team or club sport is also given an opportunity at this preliminary contact to respond to the complaint. Based on the information available, the Administrative Hearing Officer may:
 - a. Dismiss some or all the alleged violations.
 - b. Continue the investigation into the alleged violations to determine if the allegations have merit.
 - c. Refer the alleged violations to the Intramural Advisory Council.
 - d. Refer the alleged violations to the Director of Recreation, Fitness and Wellness or the Dean of Students Office if the findings from the preliminary contact elevate the alleged violations to a moderate or major offense.
 - e. Charge the individual, intramural team, or club sport with one or more violations.

The Administrative Hearing Officer will document all low-level violations.

Moderate – Major Violations

- 1) Moderate and Major cases shall be initially reviewed by the Director of Recreation, Fitness and Wellness or their designee in collaboration with the Dean of Students Office, to determine the appropriate functional area administrator to carry out the resolution process.
 - a. Individual or team/club sport allegations may be referred to the Director of Recreation, Fitness and Wellness and/or the Dean of Students Office for adjudication.
 - b. Any case may be referred directly to the Dean of Students Office for adjudication when the complexity and nature of the violation warrants referral and/or warrants consideration of higher-level sanctions. Potential sanctions for higher-level violations adjudicated by the Dean of Students can range from warning (written) to University probation, suspension or to expulsion.
- 2) If the individual, intramural team, or club sport is charged with violation(s), they are also informed of their options in adjudicating the violation(s), including one of the following:
 - a. To plead responsible for the violation:

- i. The individual, intramural team or club sport can request an informal resolution in lieu of a hearing and sanctions will be determined by the Administrative Hearing Officer. RFW staff may consult with the Dean of Students to determine appropriate sanctions.
- ii. As part of an informal resolution process, the Administrative Hearing Officer may impose appropriate sanctions up to and including suspension and probation but not withdrawal of recognition. The Administrative Hearing Officer may recommend and refer a withdrawal of intramural team or club sport recognition to the Director of Recreation, Fitness and Wellness and/or the Dean of Students Office.
- iii. By pleading responsible and accepting the terms of the determined sanctions, an individual, intramural team or club sport forfeits the right to appeal.
- b. To plead NOT responsible for the violation and request a formal hearing:
 - iv. In the case of minor or moderate offenses, the Administrative Hearing Officer may choose to hear the case, refer to the Intramural Advisory Council or refer the case to Director of Recreation, Fitness and Wellness and/or the Dean of Students Office.
 - v. Cases that are major in nature and scope, or where the violations may result in more serious sanctions, will be referred to the Dean of Students Office.

Recreation, Fitness and Wellness Conduct Process and Sanctions

Non-Reportable	Minor	Moderate	Major
Sanction Range: Verbal Warning, Record Infraction (technical foul, yellow/red card, or low sportsmanship rating) Loss of Privileges, Restitution or Forfeit Fine. Additional sanctions as determined by RFW.	Sanction Range: Written Warning, Loss of Privileges, Restitution, Educational or Service Sanctions, Probation. Additional sanctions as determined by RFW.	Sanction Range: Loss of Privileges, Restitution, Educational or Service Sanctions, Loss of Club Sport Funding, Probation. Additional sanctions as determined by the Dean of Students.	Sanction Range: Loss of Privileges, Restitution, Educational or Service Sanctions, Loss of Club Sport Funding, Suspension of Club Sport Recognition, Withdrawal of Club Sport Recognition, Probation. Additional sanctions as determined by the Dean of Students.
Initial Reviewer: Recreation, Fitness and Wellness	Initial Reviewer: Recreation, Fitness and Wellness	Initial Reviewer: Recreation, Fitness and Wellness or Dean of Students Office	Initial Reviewer: Dean of Students Office
Types of Violations	Types of Violations	Types of Violations	Types of Violations
Forfeit	Inappropriate Behavior	Assaults / Fights	Assaults / Fights
Inappropriate Behavior	Game Ejection	Alcohol - Related Issues	Alcohol - Related Issues
Rough Play	Disrespect to Staff	Drug Use	Drug Use / Distribution
Disrespect to Staff	Cheating	Hazing	Hazing
Abusing Facilities or Equipment	Abusing Facilities or Equipment	Repeated inappropriate Behavior	Sexual Assault / Abuse
Late Equipment Return	Club Sport Recruitment Infractions / Violations	Repeated Infractions / Violations	Arson
Event No Show	Required Club Sport Event Attendance	Threats or Intimidation	Threats or Intimidation

Repeated Forfeits	Club Sport Paperwork / Failure to Renew	Theft	Theft
	Club Sport Academic Performance	Vandalism	Vandalism
	Club Sport Academic Performance	Club Sport Travel Infractions / Violations	Club Sport Travel Infractions / Violations
		Club Sport Academic Integrity Issues	Club Sport Academic Integrity Issues

Individual, Intramural, Team or Club Sport Sanctions

1. Recreation, Fitness and Wellness may sanction one or more of the following sanctions when an individual, intramural team or club sport is found responsible of a violation(s) of the *Student Rights and Responsibilities: A Code of Student Behavior*
 - a. **Verbal Warning** – A verbal warning will be given to the individual, intramural team, or club sport leadership warning of more severe sanctions in the event of a repeat of the offending behavior.
 - b. **Written Warning** - A letter of notification or e-mail will be sent to the individual, intramural team, or club sport leadership warning of more severe sanctions in the event of a repeat of the offending behavior.
 - c. **Loss of Privileges** - A specific privilege (i.e., participation) is restricted from the individual, intramural team, or club sport; the administrative hearing officer shall determine the appropriate restrictions and the terms to reinstate the privilege.
 - d. **Restitution** - An individual, intramural team or club sport, whose actions cause damage to public or private property or injury to another person, may be required to provide monetary reimbursement for restoration of or replacement of property or for medical bills related to injuries. Each member of the team or club sport may be held financially responsible through group billing.
 - e. **Fine** – An individual, intramural team or club sport may be fined. (Forfeit, late equipment return, event no-show)
 - f. **Service Requirement** - Participation in University or community service activities.
 - g. **Educational Requirement** - Educational programming hosted and/or attended by the individual or a percentage of organization membership.
 - h. **Student Organization Probation** - A specific period of probation with or without selected restrictions; the administrative hearing officer shall determine the length and terms of the probationary period. In addition, the administrative hearing officer can place organizational expectations as conditions of the probation, which must be met for the probation to be removed.
 - i. **Suspension of Organization Recognition** - suspension of recognition as a student organization and the privileges inherent in that recognition indefinitely or for a specific period. In addition, the administrative hearing officer can place organizational expectations as conditions of the suspension, which must be met for the suspension to be removed.
 - j. **Withdrawal of Organization Recognition** - Withdrawal of University recognition as a student organization.
 - k. **Loss of University Funding** – An organization may lose funding for a period. In addition, the administrative hearing officer can place organizational expectations as conditions for the return of University funding, which must be met in order for the funding to be restored.

Appeals Process

Individuals, intramural teams, or club sports have the right to appeal decision, at the Recreation, Fitness and Wellness (in Non-Reportable and Minor violation cases) or at the Dean of Students (in Moderate and Major

Violation cases) level. Decisions at the “Appeals” level are final. All Non-Reportable and Minor violation case appeals of individuals, intramural teams and club sports disciplinary decisions must be directed to the Director of Recreation, Fitness and Wellness. All appeals must be received within 48 hours or (2) business days of disciplinary decision rendered.

All Moderate and Major violation case appeals of individuals, intramural teams and club sports disciplinary decisions must be directed to the online form. All appeals requests are submitted via the online **Disciplinary Appeal Form** available through the Dean of Students website at <http://www.usi.edu/deanofstudents/code>. All appeals must be received with 48 hours or (2) business days of disciplinary decision rendered.

In cases where the Director of Recreation, Fitness and Wellness serves as the Administrative Hearing Officer, the Associate Provost for Student Affairs or designee will review the appeal. In cases where the Dean serves as the Administrative Hearing Officer, the Provost or designee will review the appeal.

University Disciplinary Processes and Referrals to the Dean of Students

The Dean of Students office serve as a central place of advocacy and support for all students and may reach out to students to provide support through the University CARE Team. The Dean of Students is also responsible for upholding Community Standards and the Code of Student Behavior. Students who participate in Intramural Sports or Club Sports are subject to the University of Southern Indiana’s Community Standards of behavior in addition to Recreation, Fitness and Wellness standards.

All allegations related to the following issues **MUST** be reported to the Dean of Students prior to adjudication to determine appropriate level of follow-up and to meet University, state, and federal compliance requirements:

- Arson
- Assaults/fights
- Alcohol, drug and/or distribution
- Hazing
- Sexual Abuse
- Theft
- Vandalism
- All Title IX Related Allegations:
 - Conduct which threatens or endangers the health or safety of any person based on sex
 - Dating Violence
 - Discrimination based on gender or ethnic identity
 - Domestic Violence
 - Gender Identity
 - National Origin
 - Retaliation (direct or through a third party)
 - Sexual Harassment, including stalking
 - Sexual Misconduct (consent, incapacitation, force, coercion)
 - Threats and Intimidation (implied or direct)
 - Sexual Violence/Assault (rape, sodomy, sexual assault with an object, fondling, incest, statutory rape, dating violence, domestic violence, sexual exploitation)
 - Threatening or causing physical harm, extreme verbal abuse
 - Violations based on the victim’s sex/gender

All evidence shall be submitted to the Dean of Students Office for review. Once the appropriate level of

response is determined, the individual, intramural team or club sport will be given the opportunity to respond to the evidence and present witnesses or other evidence to support their case. The Dean of Students or Designee will determine responsibility and assign appropriate sanctions within the scope of the violation and past disciplinary history of the individual, intramural team, or club sport. Sanctions may NOT be limited to the individual, intramural team, or club sport. The case will be documented and become part of the individual, intramural team, or club sport disciplinary record

The most current University Community Standards and Code of Student Behavior is published in the official Student Handbook available on the Dean of Students website at <http://usi.edu/deanofstudents/code>.

Disciplinary Information Disclosure Statement

Per University policy, some departments and organizations will share information with the Dean of Students regarding potential student safety and/or conduct concerns; the Dean of Students may determine that further action or follow-up is warranted. This may include but is not limited to athletic teams, organizations and clubs, fraternities and sororities, academic professional standard committees and academic departments conducting disciplinary background checks for student placement. All related materials will be retained by the Dean of Students and become part of your permanent disciplinary record. This information may be reported as part of a disciplinary background check for a minimum of seven years, except in certain cases where the Dean of Students determines that it is appropriate to disclose information beyond the minimum seven years period. For more information, please contact the Dean of Students or call (812) 464-1862.

The Ever Coveted T-Shirts

The Intramural Sports staff does not intend for awards to be the primary reason for participation. The most significant reward for active participation and success in the Intramural Sports program is not of material worth. Awards do, however, add to the excitement of participation, serve as a token of one's success, and provides a tangible remembrance.

League Sports – Sport specific t-shirts will be awarded to teams that finish in 1st – 4th place during the end of season tournament.

Tournaments – Championship t-shirts will also be awarded to winners.

All-Campus Champions – At the end of the year, special recognition will be awarded to the top Men's and Women's team that accumulates the most points by participating in activities throughout the year. Teams will receive fifteen (15) Championship sweatshirts and a large traveling trophy to keep for the year. Their picture will also appear on the USI RFW website in the All-Campus points section with them displaying their awards (see below).

All-Campus Intramural Point System

We will keep a running total of the All-Campus Intramural Sports points throughout the year. Your team will receive points in each league, tournament, and activity that you participate. Below is a breakdown of how points will be determined.

	*Level 1A	*Level 1B	Level 2
1 st place	150	100	50
2 nd Place	125	75	40
3 rd - 4 th Place	100	50	30
Qualify for Tournament	75	25	
Participation	50	15	10

*Leagues that don't offer an A & B league will be awarded points according to the 1A point system

Extra Points

Teams that show up for all their league games (Level 1 sports) and don't forfeit receive +25 points. Teams who receive a perfect 4.0 Sportsmanship rating for all their league games (Level 1 sports) receive +25 points.

Multiple Teams Policy

Points will be awarded to the highest finishing team when multiple teams of the same name are entered into an event. If multiple teams with the same name finishes in the top four places they will secure the top finishing points earned and be allowed to eliminate one point position.

Sportsmanship Rule

Teams that receive below a "3.0" sportsmanship rating in league or tournament play may be awarded only half of the event points earned. Additional penalties may be imposed on teams or individuals depending on the severity.

Forfeits

All-Campus points will be deducted from a team or member team that fails to "show up" for an event as follows: Level 1A = -50 pts. Level 1B = -15 pts. Levels 2 = - 10 pts.

Captain's Meeting and Quizzes

Teams will lose participation points if the captain fails to attend a captain's meeting or take a captain's quiz for an individual sport league.

Sport Classification

Level 1A/1B: Basketball, Bowling, Flag Football, Floor Hockey, Futsal, Softball, Soccer, and Volleyball

Level 2: 3v3 Outdoor Basketball, Badminton, Battleship, Cornhole, Disc Golf, Dodgeball, Euchre, Fantasy Football, Golf Scramble, Halloween Glo Bowling, March Madness Bracket Challenge, Pickleball, Sand Volleyball, Spike ball, Table Tennis, and Tennis.

Fraternity & Sorority Cups

Fraternities and Sororities will also receive points according to the All-Campus Intramural Point System. The Fraternity and Sorority with the most points at the end of the school year will receive the Fraternity and Sorority Cup, respectfully.

Intramural Hall of Fame

The USI Intramural Player Hall of Fame is designed to recognize the achievements of individuals who have excelled in Intramural Sports

- 3 Ways to Qualify
 - 120 Total Intramural Wins
 - Win 12 Championships in any sport.
 - Win the same Championship 4 years in a row.
- To be considered for the Hall of Fame after completing one of the 3 ways to qualify, you must also have averaged a 3.8 Sportsmanship rating over your career.
- If you are ever kicked out of an Intramural Event, you will not be allowed in the Hall of Fame whether you qualified or not.
- Award
 - A specially designed hoodie
 - Name on the Hall of Fame board
 - Eternal GLORY