

INTRAMURAL SPORTS CAPTAINS HANDBOOK

1. MISSION

The mission of the TAMUG Recreational Sports program is to provide safe and inclusive activities that promote a healthy and physically active lifestyle while developing social, leadership, and other life skills which will enrich the education of our students and the campus community.

2. ELIGIBILITY

- a. GENERAL: All students currently enrolled in classes at Texas A&M University at Galveston and all faculty and staff employed at Texas A&M University at Galveston, including Facilities Services and Dining Services staff, are eligible to participate.
- b. PROFESSIONAL ATHLETES: Any individual who has received professional playing status in a particular sport may not compete in that sport or its corresponding sport in which they competed as a professional for a period of two years after the completion of their last professional season.
- c. INTERCOLLEGIATE ATHLETES: Varsity letter winners are eligible in their corresponding sport one calendar year from the conclusion of the semester they last competed in that sport.
- d. LEAGUE ELIGIBILITY: Participants are restricted to playing on one men's or women's team and one Co-Rec team for a particular sport. Participants are allowed to choose how they wish to identify (male/female), but must play as their declared gender on IMLeagues. Female participants can choose to play in a men's league, but not both a men's and women's league.
- e. PLAYER RESTRICTIONS: Once an individual has played on a team, they may not be moved to another roster, unless granted an exception by the Assistant Director of Rec Sports.
- f. ROSTERS: To be considered a "member" of a team in any given sport, an individual must be added to the team on IMLeagues.com. A team may add eligible players during the regular season only. Additions may not be made to rosters during playoffs. Any violation of this rule will result in the offending team forfeiting the contest and the opposing team advancing in the playoff bracket.
- g. PENALTIES FOR ELIGIBILITY INFRACTIONS: If it is found that an individual has played on two different men's/women's/Co-Rec teams, then the second team the player played with shall forfeit all games in which the individual participated. The player may also face a suspension from his/her original team (Determined by the Assistant Director of Rec Sports). Participation is defined as an individual playing for any amount of time in one (1) game.

3. REGISTRATION

- a. REGISTRATION: All intramural teams will be registered through www.imleagues.com. Please see instructions on <http://www.tamug.edu/recsports/intramurals/registration.html> for instructions on how to register.

- b. **DEADLINES:** Deadlines for registration periods will be posted on the Intramural Sports website, campus planners, as well as fliers and posters on campus. Registration ends at **midnight** on the final day of registration for each sport.
- c. **NECESSARY INFORMATION:** When registering a team, the captain must have his or her personal information (name, phone number, & email address) and a team name (which is subject to approval by the Assistant Director of Rec Sports).

4. **CAPTAIN'S RESPONSIBILITIES**

The team captain is the link between Rec Sports and the players. It is the captain's responsibility to follow these guidelines:

- a. **IDENTIFICATION:** Each participant is required to bring his or her valid TAMUG ID card to the activity site for each contest. Failure to do so will result in the participant not being eligible play in that contest until they show their identification card to the Intramural Sports Supervisor or official.
 - i. **Exception:** A player that has been added to the roster on IMLeagues may show another form of photo ID in place of their TAMUG student ID.
- b. **ELIGIBLE PLAYERS:** It is the responsibility of the captain to make sure that all players on the team are eligible. All games in which an illegal player participates will be forfeited.
- c. **EJECTED PLAYERS:** If a player is ejected, he or she must attend a reinstatement meeting with the Assistant Director of Rec Sports before participating in any intramural activity. The ejected player is suspended from all intramural sports until this meeting occurs.
- d. **SIGNING THE SCORE SHEET:** The team captain is responsible for signing the score sheet at the end of the game. This verifies that the score was kept correctly.
- e. **RULES KNOWLEDGE:** It is the responsibility of the team captain to review the handbook, know the rules, and inform his/her team of these rules. If the rules are not clear to you or your team, seek clarification prior to participation.
- f. **GAME SCHEDULE:** The captain has the responsibility to inform his or her teammates of the days and times the games have been scheduled for including any makeup games that may occur.

5. **FORFEITS**

- a. **GAME TIME IS FORFEIT TIME:** Any team failing to report to the activity site by the scheduled starting time shall forfeit the contest to their opponent, unless prior arrangements are made with the Assistant Director of Rec Sports. If both teams fail to report, each team will be given a forfeit and the game will not be rescheduled.
- b. **PENALTY:** In addition to receiving a loss, a forfeit will result in a "3" sportsmanship rating.
- c. **REMOVAL FROM LEAGUE:** The Assistant Director of Rec Sports reserves the right to remove a team from a league after it has forfeited 2 games.

- d. **MINIMUM PLAYERS:** A team receiving a win by forfeit must have the minimum number of players required to start the game checked in with the supervisor. This is sport specific, so consult the rules for each particular sport.
- e. **ILLEGAL PLAYERS:** If a team uses an illegal player in the regular season, all games or contests in which that player participated will be declared forfeits and wins will be given to their opponent(s). In tournament play, the team will be disqualified from the tournament and the opponent will advance in the bracket.
- f. **NOTICE:** Any team that knows they will not be able to participate in a regular season or playoff contest should notify Rec Sports as soon as possible as a courtesy to their opponent and staff. If Rec Sports is notified at least 1 hour prior to game time, the game will be considered a default and no sportsmanship penalty will be given.

6. PROTESTS

- a. **RULE INTERPRETATION:** Questions pertaining to the interpretation of rules by officials must be resolved on the field/court at the time the interpretation occurs, prior to the next live ball, and by the Intramural Sports Supervisor.

The procedure shall be:

- If a team/participant feels the official has made a faulty interpretation of the rule, the team captain shall calmly request a ruling on the interpretation by the Intramural Sports Supervisor.
 - If corrections are necessary, the Intramural Sports Supervisor shall make them immediately.
 - If the participant still does not agree with the decision, a protest can be made to the Assistant Director of Rec Sports within 24 hours of the completion of the game.
- b. **ELIGIBILITY:** Protests of eligibility must be completed within 24 hours of the completion of the game. Protests can be made to the Intramural Sports Supervisor or to Rec Sports.
 - c. **OFFICIAL'S JUDGEMENT:** No protest will be accepted which involves the judgment of the official(s). The judgment of the official(s) is final.
 - d. **FINAL AUTHORITY:** The Assistant Director of Rec Sports will make all final decisions on written protests.

7. EQUIPMENT

- a. **JERSEYS:** Jerseys will be provided for certain team sports.
- b. **PROPER FOOTWEAR:** A closed-toe athletic shoe must be worn for all sports. For outdoor sports, cleats may be worn but they must be rubber cleats (no metal cleats are permitted). For indoor sports, non-marking athletic shoes must be worn.
Exception: Participants may wear sandals or no shoes when playing sand volleyball.

8. JEWELRY

- a. **PLAYERS WEARING JEWELRY:** Any player wearing jewelry will be asked to leave the game and not be permitted to return until the jewelry is removed. If the jewelry is unable to be removed, then the individual may not participate.
- b. **MEDICAL BRACELETS:** Any medical bracelets will be permitted, but they must be taped to the body with the medical data visible.

9. CANCELLATIONS/INCLEMENT WEATHER

- a. **WEATHER UPDATES:** Updates for games affected by inclement weather will be sent through text message using the IMLeagues website.
- b. **REGULAR SEASON:** Any scheduled regular season activity cancelled during the regular season may or may not be rescheduled, based on the decision of the Assistant Director of Rec Sports.
- c. **PLAYOFFS:** All cancelled playoff games will be rescheduled. Participants can view updated playoff brackets on IMLeagues.com.
- d. **CANCELLATIONS DURING AN ACTIVITY:** If an activity has already begun and will end as a result of inclement weather or darkness, Rec Sports may reschedule the activity depending on the rules for a complete game for that sport.

10. SPORTSMANSHIP/TEAM CONDUCT

- a. **TEAM NAMES:** Rec Sports reserves the right to change names of teams deemed offensive or inappropriate.
- b. **UNSPORTSMANLIKE CONDUCT:** The definition of unsportsmanlike conduct includes, but is not limited to, offensive and discriminatory language, profanity, arguments with staff or officials by any player, coach, manager, or spectator, flagrant fouling, fighting (before, during, or after a contest), etc.
- c. **DISQUALIFIED PLAYER:** A disqualified or ejected player must leave the activity site immediately after speaking with the Intramural Supervisor on duty to discuss the reinstatement procedure. At this time the player who was disqualified will be ineligible to compete in any intramural activity until said player has a reinstatement meeting with the Assistant Director of Rec Sports.
Note: The team captain may be required to attend the reinstatement meeting with the ejected player and Assistant Director of Rec Sports, and is subject to suspension if the meeting is not attended.
- d. **SPECIFIC ENFORCEMENTS:** Some sports, by rule, have specific enforcements for addressing unsportsmanlike conduct. The game officials and Intramural Supervisor have the final say in these instances. Depending on the severity of the situation,

immediate ejections may be issued. The specific enforcement procedures are listed below:

Basketball

Technical Foul = Warning
Second Technical Foul = Ejection

Softball

Verbal Warning = Warning
2nd Verbal Warning = Ejection

Flag Football

Unsportsmanlike Conduct Foul = Warning
Second Unsportsmanlike Conduct Foul = Ejection

Volleyball

Verbal Warning = Warning
2nd Verbal Warning = Ejection

Soccer

Yellow Card = Warning
Red Card = Ejection

- e. **SPORTSMANSHIP RATINGS:** Intramural Staff and game officials will evaluate teams and assign a sportsmanship rating following each game. Five's (5) and Four's (4) are considered satisfactory sportsmanship. A three (3) is considered average sportsmanship. Two's (2) and one's (1) are considered unsatisfactory sportsmanship. A team needs to average a 3.5 in order to be playoff eligible.

5 – Outstanding sportsmanship and conduct: All players cooperate fully with staff and officials and the captain controls his or her team.

4 – Good sportsmanship and conduct: Team members are in control throughout the contest. Team does not show an aggressive or verbal dissent to the opposing team officials or staff.

3 – Average sportsmanship and conduct: Verbal dissent towards officials, staff, and/or opponents. Any team receiving an unsportsmanlike foul/penalty will earn no higher than a 3 for that contest.

2 – Below average sportsmanship and conduct: Team members continually show disrespect for the officials, staff, or opponents either on or off the court and during or after the game. Team captain shows little or no control during the game. Teams that receive multiple unsportsmanlike fouls/penalties and/or have a player ejected will receive no higher than a 2 rating for that contest.

1 – Poor sportsmanship and conduct: The team is completely uncooperative and out of control. Team captain shows no control over the actions of the team. Officials have to end the game before time runs out. Any team receiving multiple unsportsmanlike fouls/penalties and/or ejections will receive a 1 for that contest.

- f. **FORFEITS:** A team winning by forfeit will receive a 5 sportsmanship rating for that game assuming they showed up for the contest. Any team receiving a loss by forfeit will receive a 3 sportsmanship rating.

11. PLAYOFFS

- a. **SPORTSMANSHIP:** To be eligible for the playoffs the team must have a sportsmanship rating average of 3.5 or better. Any team below this rating will be declared ineligible for the playoffs, regardless of their league standing.

- b. LEAGUE TIE-BREAKER PROCEDURE: If a tie exists between two or more teams, final placement in the league standings will be decided as follows:
 - i. Head-to-Head: The team that won the head-to-head matchup shall advance.
 - ii. Sportsmanship average: The team with the highest average sportsmanship shall advance.
 - iii. Point/Goal differential: Calculated by taking total points for and subtracting total points against.
 - iv. Coin flip: The team that wins the coin flip by the Assistant Director of Rec Sports shall advance.

- c. BRACKETS: Playoff brackets will be posted on IMLeagues.com.

12. AWARDS

- a. CHAMPIONSHIP T-SHIRTS: For a player to be eligible for a championship t-shirt at the end of the season, that person must have played in at least one game.

- b. T-SHIRT LIMITATIONS: Are as follows:
 - Softball (14)
 - Flag Football, Outdoor Soccer (12)
 - Kickball (11)
 - Dodgeball, Inner Tube Water Polo, Ultimate Frisbee (10)
 - Volleyball, Indoor Soccer (9)
 - Basketball (8)
 - Sand Volleyball (7)
 - Tennis, Racquetball (1 or 2)

13. IMPORTANT PHONE NUMBERS

Assistant Director of Rec Sports.....409-740-4472