



**New Mexico State University
Recreational Sports
Intramural
Policies & Procedures**

INTRODUCTION: Intramural Sports are intended primarily to afford an opportunity for experiential learning through athletic participation for the entire New Mexico State University Community. We serve to cultivate lifetime recreational skills, to integrate students socially in a sports setting, and to foster a spirit of sportsmanship and fair play among participants and spectators. Intramural Sports offers a variety of opportunities for individuals of all abilities. Individuals and organizations participating in Intramural Sports should do so with the attitude that good sportsmanship and fair play are an integral part of the activity. The rules and procedures set forth in this publication will be used as guidelines to apply toward the Intramural Program. The Intramural Coordinator reserves the right to amend, alter, or dissolve any of these guidelines or rules for the enhancement of the program. All participants are expected to comply with the spirit as well as the letter of the rules.

HOW TO ENTER: To enter any activity, please follow the listed guidelines:

Check the official Intramural Website at <http://recsport.nmsu.edu/intramurals>, imleagues.com, or bulletin boards

located at the Activity Center for information pertaining to entry dates and schedules for all activities.

Team, individual, and dual sport entries will be accepted at the registration meeting or at the Rec-Sports Office Room 233 for late registration. For team, individual, and dual sports, a team representative must attend the sport's registration meeting. Check the activity schedule for the times and locations of these meetings.

Free Agents – If you desire to play a team sport but do not have an entire team, please attend the registration meeting of your desired sport and sign up as a “free agent” on imleagues. Team managers will review the list and select individuals to play with their team. If enough individuals are listed on the sheet, the Rec-Sports Department will create a team of free agents.

HOW TO ORGANIZE AND MANAGE: Fraternities, Sororities, Residence Halls, and Independent organizations should choose a manager to be in charge of Intramurals. There are registration meetings at the start of each sport as announced on the Intramural bulletin boards and website. At these meetings, the manager will be given information that they will need to pass on to the other members of their organization.

ASSUMPTION OF RISK: Individuals are highly encouraged to have a physical examination and obtain adequate health and accident insurance PRIOR TO

PARTICIPATION in INTRAMURAL activities. Individuals that participate in Rec-Sports Department activities will be doing so at their own risk. Neither New Mexico State University nor the Rec-Sports Department can assume the responsibility for injuries incurred during practice for, or participation in, any Intramural activity. Participation is on a strictly voluntary basis. All participants injured during an Intramural activity are required to report the accident to an Intramural Manager. Student Health and Accident Insurance information may be obtained at the Campus Health Center.

ELIGIBILITY RULES

University Status: All students who are currently enrolled for 12 or more semester hours of credit at NMSU main campus are eligible for intramural competition. NMSU branch classes do not meet these requirements. Also, part-time students, alumni, faculty, and staff can participate in Intramural activities if they acquire the AggieFit membership. The AggieFit office is in the Activity Center Room 101 for more details. Participants must present a valid NMSU ID to participate in any Intramural activity.

Co-Rec. Activities: All eligible students, faculty, and staff may participate in co-rec. activities.

Open Division: Current professional, **semi-professional**, and varsity athletics in the related sport may participate in this league only. The Open Division will only be utilized in a sport where varsity teams exist.

Eligibility Investigation: The Intramural Sports Staff will assume responsibility for investigating eligibility for all participants upon request by the offended team. *NOTE: Any individual that the Intramural Sports Staff deems to be ineligible will not be allowed to participate.*

Professional Athletics: Students ineligible for varsity competition due to professional rank are prohibited from competition in the intramural sport(s) in which loss of amateur standing was achieved for a period of five (5) years from the date professional career ended. (This does not include try-outs and cuts from a professional team). **Examples of professional teams include but are not limited to: National Football League, Major League Soccer, USA Volleyball, National Basketball Association, National Pro Fastpitch, and/or Major League Baseball. A Semi-Professional league participant will be considered as any person whose name appears**

on an official squad list, who has suited out for any game, or continues to work out with a semi-professional team after the first game. A semi-professional athlete will be ineligible for intramural competition in that sport, or related sport, until that individual has no affiliation with the team for consecutive fall, spring, and two summer semesters in any order (365 days). NOTE: *Individuals considered professional or semi-professional will be eligible to participate in the open divisions in their related sport.*

Varsity Athletics: Any person whose name appears on an official squad list, who has suited out for any game, or continues to work out with a varsity team (including red-shirt players) after the first intercollegiate game shall be considered a varsity athlete and ineligible for intramural competition in that sport, or related sport, **during the academic semester that the varsity team plays and until the next academic semester begins.** NOTE: *There is no limit to the number of current varsity athletes in a non-related sport or former varsity athletes in a related sport that can be on the team roster.*

Registration Meetings: Registration meetings are scheduled for each intramural sports event. For all team sports, it is mandatory for a representative from each team to attend this meeting. At this meeting, policies and rules will be reviewed. If a representative is not present, a \$20.00 team fee is required to sign-up a team. This fee must be submitted to the Aggie Fit Office and a receipt taken to the Intramural Coordinator by 5:00 p.m. the day after the registration meeting in order to be added to the league. This fee is only required for those teams who do not have a representative present at the registration meeting.

Rosters: Teams may have an unlimited number of individuals on the team roster. Rosters do not lock during pool play, but will lock the night before playoffs begin. In order to participate in fraternity intramurals each player's name must appear on the roster by 3:00pm of game day; however, the roster can be changed and does not officially lock until the night before playoffs. Deletions may be made at anytime; however, if an individual is deleted from the roster, he/she is ineligible to compete in that division for the remainder of the regular season and play-offs **unless an official roster transfer was completed.** NOTE: *Maximum championship t-shirt awards will be determined by doubling the number of players allowed to participate during the contest. Only one championship t-shirt will be awarded per individual per sport.*

Competing on Two Teams: Players having participated with one intramural team are ineligible to play for another team within that division in that sport. All properly protested teams will forfeit their games due to use of an ineligible player. Exception: Individuals may play both in the men's or women's divisions as well as the co-rec. and open divisions.

Roster Transfer: Any individual wishing to transfer from one team to another must be approved by the Intramural Coordinator prior to the locking of rosters before playoffs. There will be no team transfers by individuals during elimination tournaments.

Team Sport Waiting List: Teams that fail to register within the sign-up period may be placed on a waiting list. If a team forfeits out of a league, drops from the league, or is unable to complete their regular season schedule, teams on the waiting list may replace them and complete their schedule. A \$20.00 team entry fee is required to participate when a team enters the league from the waiting list. Teams will be notified by the Rec-Sports Staff to fill a vacated schedule in the order they signed-up on the waiting list.

Play-off Meetings: **Play-off meetings are scheduled for each intramural team sports event at the conclusion of the regular season. It is mandatory for a representative from each team to attend this meeting. At this meeting, play-off policies and rules will be reviewed, and tournament brackets will be distributed. If a representative is not present, a \$20.00 team fee is required per division to remain in the tournament. This fee must be submitted to the Rec-Sports Staff before their first tournament game is played. This fee is only required for those teams who do not have a representative present at the registration meeting.**

Play-offs Eligibility: In order to be eligible for the play-offs in a sport, an individual must have played in at least one game during the regular season and have his/her name and student identification number on the team's roster by 11:59pm on the night of the play-off meeting. Teams must maintain a sportsmanship rating of 3 in order to participate in the play-off tournament. Any player that has been ejected from two games in pool play will be ineligible to participate in the remainder of the season, including playoffs. **NOTE: *If a team is scheduled to play a game where their opponent defaults or forfeits, the team members are still required to sign-in at the intramural desk with enough players to participate indicating they were present.***

Extramural Tournament Participation: In order to be eligible to participate in extramural events students must be enrolled in 12 or more semester hours of credit at NMSU, must not have been ejected during the regular sport season, and must not have demonstrated repetitive unsportsmanlike behavior in any intramural sports activity. A current list of those ejected and those that have demonstrated unsportsmanlike behavior during intramural events shall be kept by the Intramural Coordinator.

Ineligible Player: Any person participating in an intramural activity without his/her name and student identification number on the team's roster or found in violation of the Rules and Regulations of Intramural Sports shall be deemed ineligible. The following penalties shall apply:

1. Any person participating in an Intramural activity found to be ineligible shall be suspended from that activity for the remainder of the season.
2. Any team using an ineligible player shall forfeit the game in which the ineligible player participated provided the contest was properly protested.
3. A player competing under an assumed name will be suspended from intramural competition for the remainder of the season and placed on probation for the remainder of the school year. Violation of probation may result in expulsion from the program.
4. The team using an ineligible player with an assumed name shall be suspended from that activity for the remainder of the season and placed on probation for the remainder of the school year. Violation of probation may result in expulsion from the program.

Forfeit Policy: If a team fails to appear at the scheduled location, the official will declare the contest a forfeit using the following procedures:

1. A team will have a 10-minute grace period from the scheduled game time to arrive with the minimum number of players to avoid a forfeit. At the scheduled game time, the official will start the game clock. If the team is not ready to begin play, the offended team will receive one (1) point per minute, or (1) point per two minutes in futsal and soccer. When the team arrives with the minimum number of players and is ready to begin play, the score will reflect the point(s) awarded due to the lateness of the team, and the clock will continue to run. If the team has not arrived within 10 minutes, they will forfeit the game. The game score will be 10-0, or 5-0 in futsal and soccer.
2. The winning team must record its lineup (names and student identification numbers) for

the forfeited game and must have at least the minimum number of players to participate.

NOTE: *Officials will not be used during a forfeited game.*

3. The team that forfeits will receive a Loss by Forfeit (LBF) recorded against their record and will result in a (1) sportsmanship rating. The captain will have 48 hours to pay a \$20.00 forfeit fee to the Recreation Department. If the captain fails to pay the fee, the forfeited team will be dropped from the league. A team on the waiting list will be called to fill the vacated position in the order they signed up. Note: *A \$20.00 fee will be required if the team on the waiting list decides to participate.*
4. In the event of a double forfeit, both teams will receive a Loss by Forfeit (LBF) recorded against their record. Both captains will be responsible to pay the \$20.00 forfeit fee within 48 hours. If one or both teams do not pay the fee, they will be dropped from the league.
5. A team will be dropped from competition upon announcement of their second forfeit. The \$20.00 forfeit fee will also be required for the second forfeit. Members of the team will not be allowed to register for intramural activities until the fee is paid.

Request to Cancel: A team that has a regular season or playoff conflict may "*request to cancel*" as opposed to forfeiting the contest. To "*request to cancel*", the team captain must call, email, or visit the Intramural Coordinator's office no later than 3:00 p.m. on the day of the game. The contest is recorded as a loss by the defaulting team. The team will not be required to pay a forfeit fee if this option is utilized.

Rainouts: No decision of whether to play or cancel the games will be made until 3:00 pm on the day of the inclement weather. Games will be rescheduled at the discretion of the Intramural Coordinator

Protests: Protests involving rule interpretations or player eligibility will be considered but judgment calls by the official will not receive consideration. To properly file a rule interpretation protest, a participating member must call a time-out immediately following the play in question and notify the game official of their intention to protest. The game will be suspended, and (the) an Intramural Manager will be called to the game site to render a final decision. NOTE: *Team captains that request a rule protest must REMOVE their team from the field/court and suspend play until a manager is notified. If the team continues to play, the protest will NOT receive consideration.*

Protest concerning player eligibility must be made to (the) an Intramural Manager before, during, or immediately following the contest in question to receive consideration. The Intramural Coordinator will rule on the protest the day following the contest in question. Neither contest brackets nor event schedules will be postponed because of this protest. If an immediate decision is required, the Intramural Manager will resolve the situation. NOTE: *No protest will be considered if the above procedures are not followed.*

Team Captains: Team captains are designated on each roster form. The person choosing to represent a team must be willing to fulfill the following obligations and responsibilities.

1. Obligations:

- a) ***Attend the mandatory team registration and play-off meetings.***
Fully and correctly complete the team roster form.
- b) Ensure that all necessary players are present and prepared to play at game time. Complete each contest scorecard accurately.
- c) Check the Intramural schedule board for regular season and playoff information. Schedules are subject to change due to facility availability, inclement weather, and special events. Team captains are responsible for identifying and notifying their team of all scheduling information (date, time, place, etc.).
- d) Keeping all spectators out of the team bench area.

2. Responsibilities:

- a) ***Team captains are responsible for their player's conduct before, during, and after each intramural contest. Similarly, they are responsible for the conduct of their team's fans.*** Since team captains assume responsibility for the conduct of their players and fans, they should be aware that inappropriate conduct would jeopardize their personal and team's future participation.
- b) Knowing all policies and procedures published herein, printed on intramural entries, notices or flyers, etc. and information covered in the registration meetings.
- c) Convey to their team members all pertinent information regarding their intramural participation.

- d) Represent their team in all intramural matters and game concerns with the Rec-Sports Department.

Intramural Managers: Intramural Managers and Supervisors have the authority to hear protests and render final decisions during regular season intramural events, with the knowledge, consent, and discretion of the Intramural Coordinator.

Intramural Policy Board: The Intramural Policy Board will discuss affairs regarding Intramurals at New Mexico State University with the intent of providing a student voice.

1. Voting members of the board shall consist of the ASNMSU Director of Intramurals, the ASNMSU Assistant Director of Intramurals, a representative of the ASNMSU Senate, and two (2) students at large appointed by the Rec-Sports Assistant Director.
2. Ex-officio members of the board shall include the the Assistant Director of Rec-Sports.
3. The board shall have influence on the Intramural Policy Manual through the Rec-Sports Assistant Director.
4. The board shall convene to discuss any issues regarding Intramurals at New Mexico State University.
5. The board shall hear and discuss any petitions from students, faculty, staff or the community deemed worthy by the board.
6. Any disagreements between the board and the Rec-Sports Assistant Director will be taken to the NMSU Supreme Court.

ASNMSU Director of Intramurals and Assistant Director of Intramurals: The ASNMSU Directors of Intramurals shall assist with the Rec-Sports Intramural Program and shall have equal authority to the Intramural Managers with the knowledge, consent, and discretion of the Rec-Sports Assistant Director.

CONDUCT OF TEAM, INDIVIDUAL PARTICIPANT, COACH, AND SPECTATORS

Sportsmanship: A part of the philosophy of Intramural Sports is that good sportsmanship is vital to the conduct of every contest. In order to encourage proper conduct during games, officials, managers, and administrative personnel shall make decisions as to warn, penalize, or eject players, coaches, teams, and/or spectators for poor sportsmanship. These decisions are final. The Intramural Coordinator will rule on further penalties to be prescribed as a result of unsportsmanlike conduct; profanity; unnecessary delay of game; assaulting and/or striking an opponent; assaulting and/or striking an official; arguing with

officials; derogatory and abusive remarks toward an opponent or official; and any action with the intent to physically injure an opponent. The team captain is responsible for the actions of any individual member of the team and for spectators directly related to that team. The conduct of the players and spectators before and after games is as important as the conduct during the game. Organizations will be held responsible for conduct at these times as well as during the game.

Expulsion:

- May be issued without warning.
- Any individual who is ejected from an event must leave the facility (sight and sound) immediately upon notification if deemed to be disorderly by an Intramural Manager.

Procedures following an ejection:

1. The individual who was ejected must contact and schedule an appointment with the Intramural Coordinator.
2. The suspension imposed will begin immediately following the scheduled meeting. (Minimum of one week for ALL ejections.)
3. Individuals may not participate in any intramural sporting event during their suspension.

***Note: All suspensions will be given by the Intramural Coordinator.**

Violation: Shoving, striking, or physically abusing an official or manager.

Penalty: Automatic suspension from Intramural activities for one (1) full calendar year along with a mandatory meeting with Rec-Sports Assistant Director the following day. **The Team Captain may also receive sanctions.**

Note: *This includes being reported to the Dean of Students and the University Judicial Board.*

Violation: Ejection from a game due to fighting. **(Individuals)**

Penalty: Automatic suspension of up to one year from time of incident and probation for two years along with a mandatory meeting with the Intramural Coordinator. Additional penalties may be sanctioned. **The Team Captain may also receive sanctions.**

Note: *Each case heard separately by the Intramural Coordinator.*

Violation: Ejection due to multiple unsportsmanlike penalties, red cards, and technicals. **(Individuals).**

Penalty: Automatic one game suspension.

Note: *Each case heard separately by Intramural Coordinator.*

Violation: Disrespectful behavior towards the officials or manager before, during, or after the game.

Penalty: Automatic one game suspension.

Note: *Each case heard separately by Intramural Coordinator.*

Violation: Reoccurring ejections.

Penalty: Automatic suspension for the remainder of the season, play-offs, or beginning of next sport.

Note: *Each case heard separately by Intramural Coordinator.*

Violation: Sidelines emptying onto playing field. (**Teams**)

Penalty: Automatic forfeit of game by both teams and mandatory meeting of team captains with a Rec-Sports Assistant Director and possible suspension of all activities for the remainder of the year. **The Team Captain may also receive sanctions.**

Note: *Each case heard separately by Intramural Coordinator.*

Violation: Ejection or misconduct during or after last game of season in a sport.

Penalty: Possible suspension from all Intramural Sports activities during and including the next major team sport as well as the next team sport in which the participant was ejected. **The Team Captain may also receive sanctions.**

Note: *Each case heard separately by Intramural Coordinator.*

Violation: Continuous evidence of unsportsmanlike conduct by individuals, teams, or organizations. **The Team Captain may also receive sanctions.**

Penalty: Possible suspension from Intramural Sports for remainder of semester and/or year.

Note: *Each case heard separately by Intramural Coordinator.*

Disciplinary Cases: Individuals or teams violating the rules and regulations of the Rec-Sports Department will be held accountable for their actions. Violations may result in, at minimum, a probationary letter or a maximum penalty of indefinite suspension following review by the Intramural Coordinator.

Procedures following an ejection:

1. The individual who was ejected must contact and schedule an appointment with the Intramural Coordinator.
2. The suspension imposed will begin immediately following the scheduled meeting.
3. Individuals may not participate in any intramural sporting event and will be suspended from the Activity Center during their suspension.