Cornell University Recreation Services

2015-2016 Intramural Handbook

Contact Information
301 Helen Newman Hall
Cornell University
Ithaca, NY 14853
intramurals@cornell.edu
P: (607) 255-8063

Table of Contents
I. General Overview
II. Registration and Free Agency
III. Safety & Attire
IV. Medical Procedures
V. Forfeit Procedures
VI. Eligibility
VII. Protest Procedures
VIII. Sportsmanship & Participant Conduct
IX. Disciplinary Procedures
X. Intramural Format
XI. All-Sports Championship
XII. Employment Opportunities

Cornell University Recreational Services reserves the right to rule on any case not specifically covered in this handbook or the rules of the activity in question and will do so in the spirit of fairness and safety. Regarding this point, the right is also reserved to put into effect and add to these policies and procedures any new rulings pertaining to Intramural Sports, unsportsmanlike behavior, fair play and the safety of the IM participants that will lead to the enhancement of the event or activity and the program’s overall mission of enjoyment, fairness, and safety.
I. General Overview

Welcome to Intramural Sports!
The goal of our program is to offer a variety of activities for all skill levels established in an inviting, positive, fun, and safe environment. More than 30 leagues and tournaments are offered to the entire University community each school year. These programs will provide various structured sport opportunities to satisfy as many skill levels as possible. Participation opportunities for men’s, women’s, and co-recreational play are provided. Contests, meets, leagues, and tournaments will be offered in various formats.

Participant Responsibilities
Schedules, registration dates, and other pertinent information will be posted on the intramural webpage. It is the team captains’ and/or individual’s responsibility to check the webpage for upcoming events and schedule changes. No game information will be given over the phone. Teams, including all captains, participants, and fans and spectators of the teams are responsible for following the policies and procedures as written in this handbook. If you have questions about policies and/or clarification, please contact the Intramural Sports office. Lack of policy knowledge will not be a viable excuse for violations.

Valid Cornell ID Required to Play
Before anyone can participate, each player must present their Cornell ID when they check in at all events. NO ID = NO PLAY. There are no exceptions to this rule.

II. Registration & Free Agency

Registering a Team
All intramural participants will need to create an account on IMLeagues.com. IMLeagues offers a Support button on the right side of all pages. Please use this button if you encounter any difficulties. For additional information concerning IMLeagues (creating an account, registering a team, adding players, etc.), please see our website or IMLeagues webpage for directions.

Registering Individual Players
Captains can invite members to their team by clicking the “Invite Members” link on the team page on IMLeagues. Any invited members must accept the invitation to join your team.

Individual and Team Registration and Fees
Space may be limited for some leagues or events. Individual and team registrations will be accepted on a first-come-first-served basis. Registration fees vary for each activity, and may be paid with bursar billing, credit card, check or budget transfer. Cash will not be accepted.

Team Captains’ Meeting
Mandatory captains’ meetings will be held to discuss rules and program operations for most team sports. If a team captain or representative does not attend this meeting, the team will be charged a $15 missed captains’ meeting fee. The team may also be replaced by a team on the waiting list (whose representative is present at the meeting). The team that missed
the meeting will be placed at the bottom of the waiting list (if one exists) as well.

**Free Agency**

Looking to play but don't have a team?

You can list yourself as a free agent in as many divisions within a league as you’d like. You will be visible to all members of the site and can request to join teams, or post information about yourself so teams can request to add you to their team. You can also attend the captains’ meeting for the specific sport you are interested in to see if any teams are looking to add players there. Just remember that if you do get picked up by a team, that team will be the only one that you will be allowed to play with for that entire season.

**III. Safety and Attire**

Proper attire must be worn for each activity. NCAA, NIRSA, and Federation standards will be enforced when applicable. This is for your protection, as well as that of the other participants.

**Equipment Approval**

Each individual must obtain prior approval from the Director of Intramural Sports for the use of orthopedic devices essential to protect an injury, as well as any casts or wrappings. Religious medallions and medical identifications must be removed from chains and taped or sewn under the uniform, provided that an individual may be allowed to wear religious objects if the individual requests prior approval from the Director of Intramural Sports and the Director determines that wearing the object will not cause injury or give an artificial advantage to the player.

**Team Jerseys**

Teams are strongly encouraged to wear their own color-matching jerseys with visible numbers on the back. No taped-on or pinned-on numbers are permitted. Pinnies will be available at the game sites for teams that need them.

**Illegal Apparel**

- Street/dress clothes (i.e. jeans or shoes)
- Bare feet (except sand volleyball), sandals, work boots, or five-finger shoes
- Hard-brimmed caps unless noted in the sport rules
- Metal or screw in cleats
- Any exposed jewelry (rings, earrings, ropes, bracelets, piercings etc.) *Taping of jewelry is not permitted!*

**Inclement Weather – Prior to Game Time**

Administrative postponements or cancellations occur when the weather or other uncontrollable factors make postponing games necessary. If the weather is questionable, please check the Intramural webpage or IMLeagues webpage for updates. Games will be rescheduled at a later date, if possible.

**Inclement Weather – Game-Time**

If the field conditions are good, all outdoor games will be played as scheduled. Please be prepared and dress accordingly.

In the event of lightning and/or thunder, the game will be suspended immediately. For the safety of the participants, regulations mandate that play cannot be resumed for thirty (30) minutes when lightning is seen, or fifteen (15) minutes when thunder is heard.

**IV. Medical Procedures**

**Assumption of Risk**

Cornell University Recreational Services assumes no responsibility for injuries sustained during intramurals, special events, and other recreational activities. Participants are reminded that their participation is completely voluntary. The nature of sport activities and the large number of participants in Cornell University intramural programs make the occurrences of some injuries inevitable. It is strongly recommended that all participants have a physical examination prior to participating. Any injuries or accidents occurring during recreational activities should be reported
immediately to on-duty personnel. Participants with a health issue and individuals who are on medication are urged to confidentially inform the Director of Intramural Sports of the specific situation.

Blood/Fluid Spill Procedures
A participant who is visibly bleeding will be immediately removed from a contest and will not be permitted back until the bleeding has stopped and the wound is covered. If any clothing is marked with or saturated in blood, the participant must change into clean clothing before returning to the game. If a player does not have a change of clothing, they will not be able to re-enter the game. Therefore, players and teams are asked to bring extra clothing to their games for such an occurrence.

• The Intramural Field Supervisor will handle all blood/fluid spill protocol.
• Blood on the playing surface must be properly cleaned before the game will resume.

Loss of Consciousness
If, during an intramural contest, a participant loses consciousness for any length of time, he/she will not be permitted to return to any intramural activity for the remainder of the day/night.

• Public Safety will automatically be called to assist in any loss of consciousness situation during an intramural activity
• Cornell Recreational Services STRONGLY recommends getting assessed by a physician prior to returning to any physical activity for health and safety reasons.

V. Forfeit Procedure

On-Site Forfeiture
Forfeits are detrimental to the entire program and are an inconvenience to participants who want to play. Therefore, a forfeit procedure has been established. This procedure is designed to eliminate forfeits. We do not want to discourage anyone from playing. We want you to participate! In all sports, if an individual/team fails to appear or fails to have the required number of eligible participants at the scheduled game time, the opposing player/team who is present will have the following options:
   1. Take the win by forfeit at that time. No contest will be played.
   2. Choose to wait until the opponent arrives to compete. The official game clock will start running as scheduled. The game will commence once the opponents arrive with whatever game time is remaining on the clock. The waiting team will be given a scoring advantage. If the opposing team is not ready to play 10 minutes after the schedule game time, a forfeit win will be declared for the waiting team.

If neither team has the required number of players at the schedule game time, both teams will be given 10 minutes to complete their team. No scoring advantage will be given to either team in this case.

Forfeiture & Eligibility
Teams that forfeit only once are still eligible for playoff consideration. A team that forfeits the equivalent of two games will be dropped from the league without the possibility of re-entry.

If a player registered or played in a game for a team that forfeits out of the league, they will not be eligible to participate in that sport for the remainder of the season.

Forfeit Fee
Any team that forfeits one game will be charged a $15 forfeit fee. All fees will automatically appear on the captain’s bursar account. If a team calls 24 hours before their scheduled game time, they may default their game, meaning the forfeit fee will not be applied; however they will still receive a forfeit.

VI. Eligibility

Individual Eligibility
1. All undergraduate and graduate students enrolled full-time at Cornell University, current faculty/staff members, and
spouses/same-sex partners are eligible to participate in Intramural Sports.
2. Participants retain their status until they withdraw, graduate, take a leave of absence, or fail to comply with eligibility rules or other guidelines.
3. Alumni, faculty/staff members and spouses/same-sex partners are not eligible to participate in the Greek Division.
4. Any gender may participate in a league designated for the opposite gender. However, prior to the beginning of the game, the opposing team may notify the staff that they wish to protest the game. If the team chooses to play with team member(s) of the opposite gender, the game will be played but recorded as a forfeit for that team. Please note that all other eligibility requirements will remain applicable in accordance with this rule.

**Current Varsity Team Members**

Varsity athletes are ineligible to compete in their sport or any related sports (i.e. current baseball players may not play softball. Any member of a varsity team who suits up for a game/match or is listed at any time on the team’s roster during the 2015-2016 school year is ineligible for the remainder of the school year (2015-2016) in that sport or related sport. This rule also applies to athletes who have transferred to Cornell from another university or college during the 2015-2016 school year. Practice players and players who participated in tryouts are not considered current varsity players.

**Ex-Varsity Athletes**

Only one ex-varsity letter winner is eligible to be on an intramural team’s roster for each sport in which the student lettered. This rule includes the holder of a current varsity letter at a university or senior college other than Cornell University. This rule will not apply to ex-varsity athletes who graduated before September 1, 2012.

**Professional and Elite Athletes**

Anyone who has competed in a sport on a professional level shall be ineligible for intramural competition in that sport or its related sport.

**Club Sport Athletes**

Club members are defined as those persons who have: participated in practices and/or games with the team during the current academic year, are paying dues to the club and/or listed as a member of the club on the sport club roster. Club members are eligible to participate in Intramural Sports. Teams are allowed to have an unlimited number of club members on each roster. However, teams are only allowed to have two club members check in for each game for sports that have a full team of five or more players and are limited to one club member checking in for sports that have a full team of four or less (in the same or related sport) per team.

**Roster Restrictions**

Once a player has been added to a roster, they may only play for that team for the remainder of that sport, league, or tournament. Participants may play on one same sex team (Men’s, Women’s, or Greek) and one Co-Rec team.

**Playoff Eligibility**

For individuals on a team to be eligible for playoffs, the following must be met 24 hours prior to the start of the playoff schedule:
- All team members are registered on IMLeagues
- All team members appear on the team’s IMLeagues roster

If a team member does not appear on the IMLeagues roster, the team captain may denote this on the score sheet on-site, and the Intramural Sports office will check for eligibility. If the team member is found eligible, the office will add the player to the team’s IMLeagues roster and will assess a $10 playoff roster addition fee to the captain. If the team member is found ineligible, sanctions found in Section IX will apply.

It is the captain’s responsibility to know the status of all team members while participating in Intramural Sports. Cornell Recreational Services reserves the right to rule on the eligibility of any participant and take appropriate disciplinary action. When necessary, Cornell Recreational Services will investigate any
properly protested cases (see “Section VII. Protest Procedures”), and handle them according to the policies and procedures.

VII. Protest Procedure

It is the strong belief of this department that contest should be won or lost on the field of play, not through the technicalities of the rules. The intramural staff will resolve all disputes immediately. Teams or individuals may file a protest concerning the misapplication of rules and/or policies as well as individual/team eligibility. Matters involving the judgment of an official are not a basis for protest.

Protest Requisites

- The captain of a protesting team is required to make the protest to the officials in charge of the contest at the time the question is raised. Once play has resumed, a protest will not be valid.
- The officials are responsible for notifying the intramural supervisor, who will note the game situation so that the contest may be replayed from that point, in the event the protest is upheld.
- All protests (including eligibility) must be made in writing to Cornell Recreational Services by the protesting team’s captain. Forms can be obtained from the on-site supervisor.
- All protest forms must be filed immediately following the conclusion of the game with the on-site supervisor. On-site supervisors will assist in filling out the form if there are any questions.

After a thorough investigation, the Director of Intramural Sports will rule on the protest. The decision will be final.

VIII. Sportsmanship & Participant Conduct

Great sportsmanship is a requisite cornerstone of a quality intramural experience. Unfortunately, some teams and individuals have considered positive sportsmanship optional.

Team Sportsmanship Rating

Following each contest in team sports, the game officials and intramural supervisor(s) will rate each team on their sportsmanship. Teams qualifying for the playoff tournament (using W/L record) must average at least a “B” (3.0) rating to be included. In addition, teams must maintain a “B” (3.0) rating throughout the playoff tournament. Teams dropping below a 3.0 average during the playoffs will be eliminated from the tournament. If it is the winning team that drops below a 3.0 average, the next available team (with a 3.0 average) may be placed in their spot to continue in the spirit of participation. Specific rating regulations will be discussed at the mandatory captains’ meetings for each sport.

- Teams will not receive a grade for a game forfeited or won by forfeit. Exception: game(s) played, then forfeited due to player(s) eligibility.
- Ratings will be cumulative based only on the number of games played.

Unsportsmanlike Conduct

- Good sportsmanship is required of all participants. Players, coaches, and spectators are to conduct themselves properly at all times.
- Unsportsmanlike conduct before, during and/or after a game (event) will not be tolerated. The team captains are expected to assist the department staff and will assume full responsibility for the conduct of the team and spectators.
- Any player, fan, or coach who has to be removed or ejected from a game or playing area for conduct of an unsportsmanlike nature is automatically ineligible from further competition and will be suspended for any major infractions. (See “Section IX: Disciplinary Procedures for sportsmanship infractions)
- Notification of disciplinary action will be sent to the individual, team captain, and other university departments, such as University Judicial Affairs, as necessary.
Ejections
All ejected players must leave the playing area/facility when ejected.
- If it is inside a building, ejected players must leave the building completely, with no lingering outside the building.
- If at an outdoor field, ejected players must be “out of sight, out of sound”. This means the ejected player must not be seen nor heard from the field.

If the player refuses to leave within five minutes, the game will be forfeited. The team captain is held accountable. The decision of an official or intramural staff member to eject a player or spectator for any unsportsmanlike conduct (verbal or physical) will be firmly upheld by Cornell Recreational Services. Protests of this type will not be accepted. Absolutely no exceptions

Cornell Recreational Services reserves the right to suspend or disqualify groups or individuals for unsportsmanlike conduct at any time.

Harassment Policy
Cornell University prohibits its faculty, staff, and students from engaging in any form of prohibited discrimination or protected-status (including sexual) harassment, and expects these individuals to refrain from committing acts of bias within the university’s jurisdiction.

It is Cornell Recreational Services’ goal to foster a climate of courtesy and mutual respect for employees and participants. Because the University is so complex and diverse, we will not always agree with one another. Nevertheless, we expect everyone to speak and act with respect for one another. While no set of rules or policies can wholly govern human conduct, it is important to state that civility is a fragile construct that each of us must appreciate and preserve. Any harassment toward a department employee or participant will subject the individual and/or team to University disciplinary procedures.

Alcohol and Drug Policy
Individuals, teams, and spectators who arrive intoxicated, suspected of consumption, or possessing alcohol, tobacco, or other illegal substances will not be permitted to play and will be asked to leave the playing area. The game may be forfeited and the offending individual(s) immediately suspended. Cornell Recreational Services will not tolerate such behavior and will act in a manner that is prudent, with the safety of all participants the priority. Such individuals will be dealt with harshly, given a minimum of a 365-day suspension and will be subject to University disciplinary procedures. When in doubt, the On-Field Supervisor and officials will err on the side of safety, and will be backed 100% by Cornell Recreational Services on decisions regarding disallowing participation under this policy.

IX. Disciplinary Procedures

Major Infractions
The following are infractions of the Cornell University Intramural Sports Conduct Code:

1. Any individual disqualified from a contest for addressing an official, another player, or other program personnel in an unsportsmanlike manner: suspended from competition for a minimum of their next two scheduled contests.
2. Anyone endangering the welfare of another: immediate disqualification and ejection. In addition, the individual will be suspended from competition for a minimum of their next two scheduled contests.
3. Anyone flagrantly endangering the welfare of another: immediate disqualification. In addition, the individual will be suspended from competition for the remainder of that sport season (minimum), semester, or 365 days, and the individual may be reported to University Judicial Affairs depending on the severity of the incident.
4. Anyone flagrantly offending program personnel, verbally, physically, or in writing: suspension from all intramural sports for a minimum of 365 days. In addition, the individual may be reported to University Judicial Affairs.
5. Anyone becoming involved in a fight: immediate disqualification. In addition, the individual will be suspended from further competition for 365 days. “S/he hit me first” or “I was just defending myself” are not acceptable excuses for fighting.

6. Cheating: Any individual who is responsible for cheating will be suspended from competition according to the following guidelines:
   a. Playing for multiple teams and violating any eligibility rules: remainder of the sport season in which the violation occurred (minimum). The individual will remain eligible to participate in other Intramural Sports. In addition, the individual will be placed on probation for 365 days.
   b. Playing while under suspension: 365 days from all Intramural Sports.
   c. Using someone else’s ID, allowing another person to use one’s own ID, playing under a false name, allowing another person to use someone else’s ID, or allowing a suspended player to participate: 365 days from all Intramural Sports.
   d. Playing on a team’s playoff roster without playing with the team during regular season play: Team forfeiture in playoffs. Individual is still eligible to play in other Intramural Sports.

Additional Procedures
- If a team is responsible for being involved in a cheating incident, the entire team may be placed on probation. Depending on the severity of the incident, the team may not be eligible for playoffs or may be removed from the league.
- During a suspension, a game forfeited by the suspended player’s team will not count as a game served for the suspension. The participant will still have to serve an additional game to fulfill their suspension.
- Suspensions will be served in the sport and league in which the offense occurred. While under suspension, individuals are not allowed to participate in any Intramural Sports (exception: refer to Major Infractions #6).
- In cases occurring late in the sport season or the academic year, a suspension may carry over into the next sport or intramural/school year.
- After reinstatement, anyone involved in a second offense will be suspended from competition for one full calendar year (365 days). Depending on the severity of the incident(s), the individual(s) may be reported to University Judicial Affairs to determine if a violation of the Campus Code of Conduct has occurred.
- All suspended players may request a meeting with the Director of Intramural Sports to discuss their case. It is each individual’s responsibility to contact our office at (607) 255-8063 for a meeting.
- In addition to the above guidelines, the team will forfeit all games in which an ineligible player participated.

X. Intramural Format

Playoffs and Tie-Breaking Procedures
For most sports, teams with a winning record (0.500 and above) and acceptable sportsmanship rating (3.0 and above) will be included in the playoff bracket. In determining seeding for the playoffs, the following system will be used to rank teams:
1. Intramural points earned for the sport
   - When Computing points for win/loss record, the following system will be used:
     o Win = 3 points
     o Tie = 1 point
     o Loss = 0 points
     o Forfeit = -1 point
   2. Head to head
   3. Sportsmanship rating
   4. Total point differential for all games
   5. Coin Flip

Divisions
Greek
- Fraternities and Sororities registered with the University as a member of the Interfraternity Council (IFC), Panhellenic Council (PHC) or Multicultural Greek Letter Council (MGLC)
- Players must be a registered pledge or active member
- Alumni and spouses/same-sex partners are not eligible to participate with their organization

**Men’s and Women’s**
- Competitive
- Recreational

**Co-Rec**
- Teams consist of a minimum number of each gender specific to each activity

## XI. All-Sports Championship

### Championship Scoring

To encourage participation and achievement throughout the entire academic year, Intramural Sports offers the opportunity for teams to earn points towards this system. Keep the same team name for each sport that you play and you can earn points for participation. Points will be awarded according to the following:

- Participation Points Per Sport = 50 (sport seasons), 20 (individual, dual, one day)
  - Win = 10
  - Tie = 7
  - Loss = 5
  - Default = 0
  - Forfeit = -10

<table>
<thead>
<tr>
<th>Place</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>1st</td>
<td>30</td>
</tr>
<tr>
<td>2nd</td>
<td>15</td>
</tr>
<tr>
<td>3rd</td>
<td>10</td>
</tr>
<tr>
<td>4th</td>
<td>8</td>
</tr>
<tr>
<td>5th</td>
<td>5</td>
</tr>
<tr>
<td>6th</td>
<td>3</td>
</tr>
</tbody>
</table>

The team must finish the regular season to receive participation and All Sports Championship points.

- Participation points are only given once to each team/individual for each event, regardless of how many teams/players are participating in the event.
- If a team with the same name signs up multiple teams in that sport and any one of those teams forfeits out of the league without finishing the regular season, that team name will not receive participation points for that sport.
- Each group may enter as many teams or individuals as they want in all sports with the same team name. However only two teams for intramural sports seasons, top 4 teams for one-day team events, or top 6 finishers in the individual/dual events will receive points towards the All Sports Championship.

## XII. Employment Opportunities

Many opportunities exist for students to work in paid positions with Cornell Recreational Services. Experience is not mandatory; all you need is enthusiasm and a willingness to learn. Prior to employment, the department staff will conduct mandatory training sessions that discuss policies, rules, and performance expectations. Both work study and student labor candidates are welcome!

**Intramural Sport Officials**

One of the most difficult tasks in any intramural program is the recruitment and training of student officials. Student officials are the backbone of our program. The primary prerequisites for all officials are dependability, self-confidence, a willingness to learn and study the rules, and the ability to communicate tactfully with participants. These officials assume an immense task and are there to help produce healthy, fun, and safe playing environments. In an attempt to continually upgrade the quality of the officials, mandatory training clinics are required for each sport. Specific information regarding time and place of these clinics will be announced in advance of that sport season so that students can plan to attend. Contact us at (607) 255-8063 if you are interested!