

UNIVERSITY RECREATION INTRAMURAL SPORTS PROGRAM

SRC - 335-6639
Monday - Friday
8:00 AM - 5:00 PM

imsports.wsu.edu

Smith Gym - 335-6639
Sunday
5:00 PM - 11:00 PM
Monday - Thursday
6:00 PM - 11:00 PM

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Welcome to the World of Intramural Sports

The Intramural Sports program has become nationally recognized as one of the largest programs in the nation for a school the size of Washington State University. Each year, thousands of students, faculty, staff, and their spouse or partners participate in intramural activities ranging from flag football to cribbage. The Intramural program aims to provide a diverse calendar of activities to suit the university's needs, regardless of skill level.

The Intramural Sports program is entering its sixth year with a points system for Greek and Residence Hall living groups. This system awards points to various groups based on participation, sportsmanship, and ability. The easiest way to score points for your house or hall is to come out and play. Details on the point system can be found at imsports.wsu.edu.

Intramural Sports looks forward to seeing you all involved in the program this year. Please use the opportunities available in intramural sports as well as the other programs and services that are offered by University Recreation to complement your education and development at Washington State University. If there is anything that can be done to assist your efforts to "Come Out and Play" please let us know.

Joanne Greene, Associate Director of Programs

INTRAMURAL SPORTS AT WSU

The Intramural Sports Program is one of the largest co-curricular activity programs that complement the formal academic curriculum. It offers extensive opportunities to currently enrolled WSU students, faculty, staff and their spouses/partners in over 60 competitive and structured activities each year. Participation in the program is voluntary and determined by interest. Participation can provide one with opportunities to have fun, learn new sports, meet people from other cultures, test one's physical ability, as well as offer a break from routine. League sports generally take on a league structure with three or four contests followed by a post-season tournament to determine divisional champions. Tournament activities range from one-day to several day tournaments. In most events, players/teams will sign up for men's, women's, and/or co-educational. Players/teams will then be divided into skill levels for the playoffs. They will be divided based on their record in the regular season.

The Intramural Sports Program is housed within the Division of Business Affairs. The Student Recreation Center contains the University Recreation Office and Intramural Sports is one of eight programming units within the department. Service and Activity (S & A) fees, WSU Parent's Association and activity entry fees fund the program. Various local as well as national companies provide equipment, marketing materials, awards and prizes for the program and its participants.

We are committed to fostering an environment where all individuals are treated with integrity, dignity and worth. Discrimination on the basis of race, sex, religion, age, color, creed, national or ethnic origin, physical, mental, or sensory disability, marital status, sexual orientation, gender identity/expression and status as a Vietnam-era or disabled veteran is prohibited by WSU. Participants are encouraged to come in and meet with the Associate Director regarding any issue, which interferes with the delivery of program services. In compliance with the American Disabilities Act, WSU makes reasonable accommodations for people with disabilities. In order to ensure the accessibility of programs and services, we encourage anyone needing information, assistance and/or accommodation of any kind to call Jeff Elbracht or Joanne Greene at 335-6639. Every effort will be made to find ways to assist with any special needs in a confidential manner.

Participants are encouraged to provide feedback and/or concerns regarding activities and/or student officials/supervisors. Feedback can include completing a participant's evaluation form of officials available at all activity areas, meeting with members of the administrative staff, using the email addresses provided or through our web site at imsports.wsu.edu.

HEALTH, INJURIES AND INSURANCE

The Intramural Sports Program will provide initial emergency care, such as the provision of bandages, ice or immobilization to any participant injured during their contest (notify staff of all injuries). THE INTRAMURAL PROGRAM WILL NOT PROVIDE SERVICES TO PREPARE OR MAINTAIN A PLAYER'S READINESS TO PARTICIPATE. Participants need to bring their own tape, etc. to prepare themselves to play.

1. The Intramural Sports Program DOES NOT carry health or accident insurance for the participants. A low-cost medical insurance program is offered by WSU to students enrolled in 7 or more credit hours. This policy can be purchased during fall or spring registration only. This policy covers accidents, which occur during intramural programs as well as many other cases. Each participant should check their personal coverage and be certain that their medical insurance is adequate and current before participating in any activity.
2. It is the responsibility of every person participating in intramural sports to ascertain whether they have any health conditions, which make it inadvisable to participate in that sport. The University and Intramural Sports Program DO NOT assume that responsibility. Persons who are uncertain should consult their physician.
3. The Intramural staff should be notified of ALL INJURIES sustained during intramural competition. If needed, the participant will be given first aid and referred to their physician and/or the Student Health Service. An ambulance may be dispatched TO ASSESS AN INJURY (PARTICULARLY IN THE EVENT OF HEAD, NECK and BACK OR MAJOR JOINT TRAUMA). THERE IS NO COST FOR INJURY ASSESSMENT. COST FOR AMBULANCE TREATMENT/TRANSPORTATION IS THE PARTICIPANT'S RESPONSIBILITY. An accident/injury report will be completed for all injuries. If you need a copy of the form, please contact the Intramural Sports office as this form may be necessary for your insurance company.
4. WSU Student Health Service is open Monday – Wednesday from 8:00AM – 5:30PM, Thursday – Friday 9:00AM – 5:30PM and Saturday (for emergencies only from 10:00AM – 2:30PM and is available to students enrolled at WSU (not faculty and staff), for treatment of most injuries. Student Health Service is located on the main floor of the Washington Building, on the southwest side of campus. Pullman Regional Hospital will treat injuries during hours in which Student Health Service is closed.

SAFETY

The safety of all that participate in the program is of utmost importance to the organization and administration of each activity. Institutional resources such as the offices of Risk Management, Emergency Safety, Environmental Health Services and Fire Services are used to establish procedures to minimize the inherent risks to participants, spectators and personnel.

Such procedures include scheduling, rule modifications, trained personnel, player control and acknowledgment of risk forms.

Most Intramural activities require the removal all jewelry including but not limited to watches, chains, bracelets, necklaces and piercings. In these activities only medical alert or religious jewelry may be worn. Intramural Supervisors will tape all medical and religious jewelry. Medical alert bracelets must be secured with tape so no sharp edges or chains are exposed while still leaving the medical alert visible. Religious jewelry must be tapped securely to the body and be covered by legal clothing. Rulings by the intramural staff regarding jewelry are final.

In an effort to maintain a safe playing area, all participants are to adhere to the following **BLOOD RULE**: Any player who is bleeding must be substituted for until the bleeding stops. An intramural staff member or game official has the authority to remove the player. If by removing the player who is bleeding, the team falls below the minimum number necessary to play (sport specific), the following will apply: The game clock will stop and a maximum of five (5) minutes will be allowed for the player to stop the bleeding. Either an intramural staff member or game official must approve the player to re-enter. If the bleeding is not stopped within the allotted five (5) minutes the team will forfeit the game. **THE ALLOWANCE IS ONLY FOR PLAYERS WHO ARE BLEEDING WHEN THE TEAM CANNOT CONTINUE TO PLAY WITHOUT THEM.**

In all supervised activities an INTRAMURAL Staff member will be available to assist a bleeding player and determine whether the individual may resume play.

ASSUMPTION OF RISK AND RELEASE OF LIABILITY

Individuals who participate in the WSU Intramural Program must sign an entry/roster form prior to their participation. The entry/roster form includes the following ASSUMPTION OF RISK AND RELEASE OF LIABILITY STATEMENT:

WASHINGTON STATE UNIVERSITY INTRAMURAL SPORTS

ASSUMPTION OF RISK AND RELEASE OF LIABILITY

PLEASE READ BEFORE SIGNING!

Assumption of Risk and WARNING!

In consideration for being allowed to utilize the program and University Recreation facilities, I voluntarily agree to assume all risks involved in participating in, traveling to and from, or using the programs, services, facilities and equipment of University Recreation. I understand that direct supervision by Washington State University staff may not be provided and by participating in or using the programs, services, facilities of Intramural Sports and University Recreation, I expose myself to the risk of injuries including but not limited to temporary or permanent muscle soreness, sprains, strains, cuts, abrasions, bruises, ligament and/or cartilage damage, head, neck or spinal injuries, loss of use of arms and/or legs, eye damage, disfigurement, drowning or death. I also recognize that there are both foreseeable and unforeseeable risks of injury or death that may occur as a result of my participation in or use of the Intramural Sports program, services, facilities, and equipment of University Recreation that cannot be specifically listed. Further, I recognize that the actions of other users of the Intramural Sports program may cause harm or loss to my person or property.

Release of Liability

I release the State of Washington, the Regents of Washington State University, Washington State University, the University Recreation Department, and the employees, agents or representatives of Washington State University (hereafter referred to as the UNIVERSITY GROUP) from any and all liability, claims, costs, expenses, injuries or losses including those resulting from acts of negligence by the UNIVERSITY GROUP that I may otherwise sustain as a result of my participation in, traveling to and from activities in a private or public vehicle, or using Intramural Sports program services, facilities and equipment. I also release the UNIVERSITY GROUP from loss or damage to my person or property caused by other users of the Intramural Sports program.

If any part or portion of this Assumption of Risk and Release of Liability is determined to be invalid or unenforceable, the remaining parts or portions shall be enforceable.

I have carefully read this Assumption of Risk and Release of Liability and fully understand its contents. I am aware that this Assumption of Risk

NOTE: We strongly encourage you to consult with a physician before participating in any physical activity to determine any potential conditions that may adversely affect your participation. We encourage those with pre-existing conditions to wear a medical alert bracelet or neck tag indicating the appropriate medical information. We strongly recommend that all participants have a medical insurance policy, either through university offered programs or through an outside agency that will cover injuries or illness that may occur due to participation in or use of Intramural Sports and University Recreation programs, services, facilities and equipment.

If you have any questions regarding the language or details of this document prior to signing, please contact Jeff Elbracht at 509-335-9668.

I hereby grant further permission to Intramural Sports and University Recreation to be photographed, without further compensation, understanding that is intended for publication or promotional purposes in print media, newspaper, television, video, motion picture, or web site on the internet. I additionally consent to the use of my name and/or interview comments in connection with the publication or promotional purposes in print media, newspaper, television, video, motion picture, or web site on the Internet.

Team managers shall review the intramural eligibility and sportsmanship rules and discuss them with team member(s). The manager shall certify that individuals on their team are currently affiliated with WSU and are eligible for intramural participation and have signed their names to the official entry/roster (ASSUMPTION OF RISK AND RELEASE OF LIABILITY) form before their participation in the activity/program.

UNITS OF COMPETITION AND SKILL CLASSIFICATION

Competition is divided into three divisions: coed, men and women. In the coed division, men and women participate and special rules are in effect to equalize competition.

Players/teams will then be divided into skill levels (Competitive or Recreational) for the playoffs based on their regular season record.

AWARDS

Intramural Championship t-shirts are presented to both the "Competitive" and "Recreational" champions. The WSU Parent's Association provides championship t-shirts. *Although there is no limit to the number of players on any intramural team, there have been limits established for the number of t-shirts to be awarded for each activity.* Contact the IM Office for specific information.

Based on input from participants, officials and Intramural Sport Supervisors, a Sportsmanship Award will be presented to teams in each league sport. Winners of the award will receive Sportsmanship Award t-shirts similar to those received by Intramural champions.

ELIGIBILITY RULES AND REGULATIONS

The Intramural Sports Program was developed to provide competition/recreation during the academic year for currently enrolled WSU students, faculty, staff and their spouses/partners who do not participate in other organized sports on campus, and do not have the benefit of professional coaching, scheduling, equipment and facility use. Some eligibility restrictions are necessary to provide fair opportunities for participation. These restrictions have been developed by students and reflect the philosophy of the Intramural Program at WSU. Individuals deemed ineligible to participate may seek reconsideration by written petition. This must be done prior to any participation. Forms are available in SRC 250 or Smith Gym 101. *Violation of any eligibility rule will cause a contest to be automatically forfeited. New to the 2008-2009 academic year, each participant should be prepared to present his/her WSU ID card at any time when participating in an Intramural Sports activity. NO ID, NO PLAY, NO EXCEPTIONS*

1. **Currently Enrolled Students:** The program is open to all currently enrolled WSU students, faculty, and staff. The program is also available to their spouses/partners and current members of the WSU Alumni Association who are also members of the Student Recreation Center. "Non-affiliated" players and other family members are ineligible.
2. **Sign Activity Roster (ASSUMPTION OF RISK AND RELEASE OF LIABILITY):** Players must put their name & signature on the roster (ASSUMPTION OF RISK AND RELEASE OF LIABILITY) form on the game score sheet before playing to be an eligible participant in the contest. A participant must sign her/his team's roster only once per sport season. *Teams are permitted to add eligible members throughout the league season and playoff tournament.* (See # 3 below)
3. **Playing on More Than One Team:** A player may play on one team (men's or women's), and also play on one team in the coed division in the same sport. *Once you have played for a team, you may not switch to another team.*
4. **Signing In:** Each player must be listed (first and last name) on the scoresheet prior to his or her participation in an Intramural contest. ALL names listed on a scoresheet shall be considered as participating in that contest.
5. **NO ID, NO PLAY, NO EXCEPTIONS:** All intramural participants must furnish their current WSU ID Card at every intramural contest. If a participant does not have their ID with them, he/she will not be allowed to play in that contest. No other form of ID will be accepted.
6. **Assumed Name:** People who participate using an assumed name are ineligible.
7. **Varsity Award Winners:** Students who have received a varsity award (letter) at WSU or an institution of comparable athletic stature are not eligible to compete in that intramural sport or related sport until they have been out of that varsity sport for one full varsity season/semester and one full "off" season/semester.
8. **Intercollegiate Squad Members:** Any individual who is or has been a member of a varsity, junior varsity, red shirt squad or on an athletic scholarship at WSU, or other institution of comparable athletic stature, is not eligible to compete in that intramural sport or related sport until they have been out of that varsity sport for one full varsity season/semester and one "off" season/semester. Membership shall include persons practicing or working out with the team whether they play or not. Students who try out for a varsity squad and are cut or quit are ineligible until they petition for approval to compete in that intramural activity and/or related activity.

9. **Varsity Limits:** Each team will be limited to two players who have been out of their varsity sport for one full varsity season/semester and one full "off" season/semester. These two players may be former varsity lettermen; former intercollegiate squad members, or individuals who have been or are currently coaching at WSU in the same sport. This limit also applies to related sports. (See # 10 below)
10. **Varsity Athletes in Related Sports:** Current varsity athletes may participate in other intramural activities outside of their varsity sport. However, they may not participate in that sport or its related activity, (i.e., football/flag football, 4 on 4 football; baseball/softball, wiffleball, or home-run derby; track or cross country/5K run; volleyball/4-on-4 volleyball; soccer/5 on 5 soccer, indoor soccer; sand soccer; basketball/3-on-3 & 2-on-2 basketball, HORSE, or free throw/3-point contest; golf/any golf event; tennis/tennis league, indoor tennis tournament).
11. **Professional Athlete:** People who, for any form of compensation/income, compete or have competed in their sport or related intramural sport are ineligible. They may petition their eligibility as provided in Section VII.
12. **WSU Club Sports Members:** Any WSU student who is currently a member of a sport club or coach of a sport club may participate in the intramural program (in their sport or related sport), under the following conditions:
 - a. They are properly listed as a member of the intramural team following regular eligibility guidelines.
 - b. No more than two club members and/or coaches per team may be on one intramural team's roster in Ultimate Disc, 6 person fall volleyball, spring soccer or softball. There is a limit of one club member per intramural team in 5 on 5 soccer, 4-on-4 volleyball, tennis and wiffleball. Any player listed on the scoresheet is considered to have participated (See sport rules).
 - c. Any person who competes in scheduled contests, practices with the team, coaches or assists in coaching and/or is on the club roster kept with the Sports Club Federation for that academic year is considered a member of the club.
13. **Eligibility of Opponents:** When questioning the eligibility of an opponent it is mandatory for the protesting player(s)/team(s)/official(s) to "announce" those questions to the opposing designated captain AND game official(s) before the game is completed. The official(s), to indicate the contest is under protest, will display a blue card. If warranted, player(s)/team(s)/official(s) need to follow up with a written protest within 24 hours after a league contest and within one hour after a tournament contest. (Section XV). The Intramural Sports Program reserves the right to handle eligibility violations without formal protest.
14. **Gender Identity/Expression:** WSU students and faculty/staff shall be permitted to participate in Intramural Sports and Sport Club programs in accordance with the person's gender identity that is exclusively and consistently asserted at school. Participation in competitive Sport Club or Extramural athletic activities will be reviewed on a case by case basis based on the applicable National Governing Body's policies and procedures.

IM TEAM MANAGERS / CAPTAINS AND RESPONSIBILITIES

Team managers/captains serve as a contact between Intramural Sports and their team(s). Matters affecting the team are communicated to each team manager in most cases, and in turn they are responsible for conveying the information to the team(s) members. Whether you are a manager for a living group/organization, or for one team, visit the Intramural office frequently and become acquainted with the staff and the organization of the program.

Responsibilities are divided into general duties that ensure proper steps are taken to enter a specific activity and to provide the information needed to enjoy participation, as well as on site responsibilities in the designation of a game captain. *Teams are required to designate ONE individual playing in their contest to serve as the liaison between members of your team/spectators and the Intramural official(s)/staff member(s).* The designated game captain does not need to serve as the general manager/captain and can be a different person each contest. However, it is necessary for this person to have a thorough knowledge and understanding of game rules and program policies and procedures.

1. General Manager/Captain responsibilities include:
 - a. Inform members of your team or organization about activities available, foster and promote participation.
 - b. Enter the team in the desired sport before or on the announced deadline date. Registrations will be accepted on-line or at the SRC Service Counter. If you register your team at the SRC, you will turn in your team entry sheet to SRC 142 after paying the entry fee at the service counter.
 - c. Represent, or see that the team is represented, at all intramural meetings for managers, sportsmanship/disciplinary matters and/or protests. Participant in all on-line managers's training modules for that sport. Cooperate fully with all intramural employees while performing their duties.
 - d. See that all players sign the official team entry/roster (ASSUMPTION OF RISK AND RELEASE OF LIABILITY) form BEFORE they participate in intramural competition. *Teams are permitted to add eligible players throughout the league season and playoff tournament.* Once a player has played for one team he or she may not switch to another team. Additions to rosters will be made on the field/court at game time.
 - e. Be sure that all players on your team have knowledge of, and meet the eligibility regulations. If in doubt about a player's eligibility, have that person complete an eligibility petition form prior to participation.
 - f. Inform and notify each participant that they must present their WSU ID Card before they can participate in the scheduled contest. NO ID, NO PLAY, NO EXCEPTIONS.

- g. Study procedures governing participation in the program and the rules of each sport. Be sure that your players are also aware of these rules. Inform and educate all players and spectators affiliated with your team about the sportsmanship rating system. (Section XVII)
 - h. Notify all team members of the date, place, time and color of jersey of each contest the individual and/or team plays. (Teams are responsible for checking the playoff tournament schedules in person). Brackets are posted on the Intramural bulletin boards located outside the Smith 101 Office and on the Intramural website at imsports.wsu.edu. (Section XVII) *Only the brackets posted outside of Smith 101 and on the Intramural website will be considered official.*
 - i. If a conflict arises with your scheduled league or playoff contest, notify the Intramural Program if you choose to forfeit or reschedule. All arrangements must be completed and approved by the Intramural Program. The Intramural Program will not accept verbal agreements between opponents. (Section XIII)
 - j. Appoint a responsible member of your team to serve as the designated team captain if electing not to yourself.
 - k. Assist the Intramural Sports Program with the recruitment of individuals interested in sports officiating.
2. Designated Game Captain responsibilities include:
- a. Check in with the official(s) on site before your scheduled game and fill out your scoresheet legibly with members of your team who will participate. Verify that all are eligible to participate.
 - b. Cooperate fully with officials/student & administrative staff regarding enforcement of policies and procedures.
 - c. Provide extra personnel, such as scorekeepers when required.
 - d. Maintain control of your team and spectator behavior in terms of conduct, safety and sportsmanship before, during and after your intramural game. You will be held responsible and shall not allow team members to participate if they have been consuming alcohol and/or drugs prior to your contest.
 - e. In the event a player and/or spectator are ejected from the game assume immediate responsibility for ensuring the player(s)/spectator(s) cooperate and leave the vicinity within the allotted *three (3) minutes*. IM employees will not be responsible for communicating or directing the individual(s) to leave. The game will not resume until the player has left. *Failure to comply completely with removal of the individual(s) from the vicinity within three (3) minutes will result in forfeiting your contest.* Notify the IM Staff of any safety hazards/injuries/concerns regarding equipment, facilities, etc. Please share with your team the intramural policy regarding first aid supplies and the need to prepare yourselves to play.
 - f. "Announce" to both the opposing designated game captain and the official(s) when protesting at the time of the infraction when the interpretation of the rule is at fault, the official applies the incorrect rule, or imposes wrong penalty and/or before the completion of the contest for player eligibility. Team(s)/player(s)/official(s) must submit a completed protest form to the IM Office within 24 hours after a league contest and within one hour after a post-season tournament contest. (Section XV)
 - g. At the conclusion of your game, sign the scoresheet to verify the result and score.
 - h. If the team wins a division championship, individual tournament or Sportsmanship Award, contact the Intramural Office for t-shirts/awards and pictures (see information sheet for established T-shirt limits for each activity).

If the designated game captain is unable to finish their responsibilities for any reason (injury, illness, receives any yellow or red card not associated with spectators, etc.) the team must appoint a playing member to take over their duties for the remainder of the game. A contest may not continue without a designated captain. Intramural employees reserve the right to require teams to reappoint a team captain when deemed necessary.

ENTERING AN INTRAMURAL EVENT

Entrance into an intramural league or event can be done by registering online at imsports.wsu.edu. Online registration for each league sport and tournament opens approximately two weeks before the first day of play and remains open for ten days. Registration is done on a first come, first serve basis. Paper registrations will also be taken at the front desk at the Student Recreation Center between 8:00 AM and 8:00 PM. Registration fees vary depending upon the event and refunds will not be issued after schedules have been made available.

PLAYERS WITHOUT A TEAM

For programming purposes, the IM Program will only accept complete teams during the entry process for team sports. If you wish to participate in a team sport and either do not know enough people to form your own team or do not live in a campus housing unit that has a team, you may register your name and email address on the free agent's list on the IM website (imsports.wsu.edu).

ENTRY FEES AND REFUNDS

An entry fee is required to register for intramural activities and must be paid at the time the entry form is turned in. The entry fee will only be refunded if the Intramural Program does not place a team in a league or the team drops out before schedules have been made available for that activity. For tournament activities, the entry fee will only be refunded prior to the posting of the tournament bracket. Failure to field a team, show up, failure of opponents to show up or otherwise dropping out of the program are not acceptable reasons for a refund. Unfortunately, the IM Program cannot guarantee the number of games teams will receive and does not refund money to teams who receive byes due to the original schedule or changes during the season because of teams dropping out, the loss of games to weather, etc.

WSU faculty, staff and spouses/partners are eligible to play Intramural Sports. All WSU faculty, staff and spouses/partners who wish to play must be a member of the Student Recreation Center or pay a \$10 per semester fee to be eligible to participate. Faculty/Staff/Spouse/Participation Forms are available at the SRC or online. Completed forms and payment should be returned to the SRC Services Counter before participation in any Intramural Activity.

MANAGERS' MODULES

Team captains are required to download and review the Intramural Sports Policies and Procedures Manager's Module PowerPoint presentation, located online at imsports.wsu.edu/imtraining. Upon review of the module, captains must complete a short quiz ensuring their understanding of the intramural policies and procedures. This module only needs to be completed once per academic year, however, each sport that a captain registers for also has a sport specific manager's module. This PowerPoint and quiz must be completed by the Thursday prior to the start of each sport. Failure to do so by the deadline will result in a \$15.00 fee and the team will be dropped from playoff competition if payment is not completed by the Thursday prior to the playoff schedules being posted.

RESCHEDULING OF GAMES

In those instances when a team cannot play one of their regularly scheduled games, the Intramural Program provides some opportunity to reschedule the game. Space & time are limited but the Intramural Program will try to accommodate requests whenever possible. A rescheduling form must be completed and then approved by the opposing manager and the IM Program. The reschedule process must be completed at least one working day before the originally scheduled contest. Rescheduling requests for Saturday & Sunday games must be completed by 11:00 PM on Thursday. Teams are encouraged to reschedule games as soon as a conflict is discovered.

Regular Season

1. The requesting manager should contact the Smith 101 IM Office Sunday through Thursday between 5:30 PM and 11:00 PM. The manager will then be given the option(s) for reschedule times.
2. The requesting manager should then contact the opposing team manager to arrange a time when the game may be rescheduled.
3. The opposing manager must then notify the Smith 101 IM Office Sunday through Thursday between 5:30 PM and 11:00 PM to approve the reschedule. *The reschedule is not complete until both the requesting and opposing captain have approved the reschedule and notified the Intramural Sports Department.* If the opposing captain does not contact the Intramural Sports Department by the reschedule deadline, the game will remain as originally scheduled.
4. All regular season reschedules must be completed at least 24 hours in advance of the originally scheduled contest or by Thursday at 11:00 PM for Saturday or Sunday games. If the opposing manager and/or the IM Program does not agree to the request, the game will be played as originally scheduled.
5. Both managers will be contacted by the Intramural Department to confirm the completion of the reschedule. If either manager does not receive confirmation of the reschedule they should contact the Intramural Department at 335-6639.

Playoffs

1. During playoffs, team members may be scheduled in more than one contest at the same time. Please be sure you have enough players on your team to avoid not having the required minimum number to start a game. (Only requests due to an academic, religious or IM conflict for a *majority* of the team will be accepted.)
2. The requesting manager should contact the Smith 101 IM Office Sunday through Thursday between 5:30 PM and 11:00 PM. The manager will then be given the option(s) for reschedule times as well as the opposing manager contact information. The requesting manager should then contact the opposing team manager to arrange a time when the game may be rescheduled.
3. The opposing manager must then notify the IM Office to approve the reschedule. *The reschedule is not complete until both the requesting and opposing captain have approved the reschedule and notified the Intramural Sports Department.* If the opposing captain does not contact the Intramural Sports Department by the reschedule deadline the game will remain as originally scheduled.

- 4 All playoffs reschedules must be requested by 10:00 PM of the night before the originally scheduled contest or 10:00 PM of the night before the reschedule day if the reschedule day is earlier than the originally scheduled game. Reschedules must be requested by Thursday at 10:00 PM for Saturday or Sunday games. If the opposing manager and/or the IM Program does not agree to the request, the game will be played as originally scheduled.
- 5 Both managers will be contacted by the Intramural Department to confirm the completion of the reschedule. If either manager does not receive confirmation of the reschedule they should contact the Intramural Department at 335-6639.

DEFAULTS

If a team knows they cannot make a game and will not be able to show, they may call the intramural sports office a minimum of 24 hours in advance to default the game. They **MUST** talk to or leave a message for the coordinator of that sport. If a team elects to default, they will be charged with a loss but not assessed a forfeit.

FORFEITS

Game time is forfeit time. Game time is determined by the official's watch/clock on each field/court. The minimum "start number" for the sport must be present in order to avoid forfeiting the contest.

If one team is not ready to play at game time the following occurs:

1. The team ready to play will win the game by forfeit.
2. The team can choose to grant their opponents a 10-minute grace period. If the required minimum number of players arrives within the 10 minutes, the game will be played and recorded as an official game. **NO EXCEPTIONS ARE PERMITTED TO THE 10-MINUTE GRACE PERIOD.** Length of game will be shortened according to the lateness of the new start time. (See game rules for exception in Volleyball.)

If neither team has the minimum number ready to start at game time, a double forfeit is declared.

If both teams are ready to play at the designated start time, but due to a previous game running long or the court/field is not ready for play, the starting time will be adjusted so that the teams receive a full allotment of time. Game time begins as soon as the field/court is available for play.

If a team cannot fulfill their commitment to complete their schedule, they are encouraged to notify the IM Sports Program of their wish to be dropped from the schedule. Regardless of the reason(s), after a team forfeits half of their scheduled league contests, they are **IMMEDIATELY DROPPED FROM ANY FURTHER COMPETITION.**

PROTESTS

Protests are permitted in Intramural Sports in order to ensure fairness to a player or a team. Protests are divided into two categories; Game Protest or Player Eligibility Protest. To file a protest the appropriate form must be filled out and submitted by a team representative to the Intramural Office (Smith 101 or SRC 250). During league play the form must be received within 24 hours of the contest. During tournament play, a written protest form must be filed in the IM Office within one hour following the completion of the contest. A \$10.00 fee must accompany each protest form. The money will be returned if the protest is valid and accepted, or placed into the Intramural Program operating budget if denied. Game Protest forms and Player Eligibility Protest forms are available in the Intramural Offices.

A blue card will be displayed by the official(s) to indicate that the contest is under protest.

1. **GAME PROTEST:** The only acceptable reasons for a game protest are;
 - a. Misinterpretation of a playing rule,
 - b. Failure of an official to apply the correct rule to a given situation, or
 - c. Failure of an official to impose the correct penalty for a given violation.

To be a valid game protest, it must also actually affect the final result of the game. The game protest must be "announced" to the opposing designated captain and official(s) at the time of the infraction when the interpretation of the rule is at fault, the official applies the incorrect rule, or imposes wrong penalty. *Game Protests WILL NOT be considered if they are based on a decision involving the accuracy of judgment on the part of an official or does not follow the procedural guidelines.*
2. **PLAYER ELIGIBILITY PROTEST:** A protest concerning player(s) eligibility must be announced prior to the completion of the contest. A team in violation of any eligibility rule will cause the contest to be automatically forfeited.

PROTEST SOLUTION

Game Protests will be checked for validity (one of the three acceptable reasons, shown to directly affect the final outcome & meets the procedural guidelines established). If deemed valid, an automatic roster check of both teams will take place. Player Eligibility Protests will lead to a review of eligibility of both teams involved in the contest.

Decisions to accept/deny and the solution implemented by the Intramural Program shall be final with no appeal process. The Sport Coordinator(s) will review protests. Individuals may be asked to provide additional information. During tournament play, protests will be reviewed before the next scheduled contest, generally the next day.

PLAYOFFS - POST SEASON TOURNAMENT

League sports play a regular season followed by a post-season single elimination playoff tournament to determine the champions. The following guidelines will apply:

1. All teams, which do not forfeit half of their league contests (regardless of the reason), are eligible for the post-season tournament. All teams will make either the competitive or recreational playoff bracket. Teams will be divided based on league record.
2. A bye will be recorded as a win.
3. A tie will be recorded as half of a win.
4. Teams must participate during the league season to be eligible for post-season play.
5. Games cancelled due to inclement weather shall be rescheduled whenever possible.
6. Tournament brackets will be posted on the bulletin boards located outside of Student Recreation Center 250, Smith 101 and on the Intramural website at imsports.wsu.edu. Only brackets posted outside of Smith 101 and on the website will be considered official. Check your league schedules for the specific date on which brackets will be posted. Teams are responsible for checking the brackets.
7. Once play begins for any Intramural activity initial brackets and pairings will be final.
8. *Teams will play on different nights during playoffs than during the regular season, including Sundays. If the majority of players on a team will have an academic or religious scheduling conflict with a night during playoffs, the team manager must contact the Intramural office by the last day of league play. Intramural Sports will try to accommodate requests. Team members may be scheduled in more than one contest at the same time. Please be sure you have enough players on your team to avoid not having the required minimum number to start a game. During playoffs, only requests due to an academic or conflict with another Intramural event for a majority of the team will be accepted. This does not guarantee a game will be rescheduled.*
9. If any division ("Competitive" or "Recreational") has more than 64 teams, the division may be split further into an upper and lower bracket according to league win-loss record and a champion determined in each.

PLAYER & TEAM CONDUCT

A. TEAM SPORTSMANSHIP RATING SYSTEM

The development of team and individual sportsmanship is of fundamental importance in all intramural activities. The sportsmanship rating system is intended to provide an objective scale in which teams are judged on attitude and behavior throughout the intramural league and playoff season. Behavior before, during and after an intramural contest will be included in the rating. The team manager is responsible for educating and informing all players and spectators affiliated with their team about the system. In order to encourage acceptable conduct before, during, and after an intramural contest officials and/or supervisors shall make decisions whether to warn, penalize, or eject individuals/teams/spectators/organizations for poor sportsmanship. A yellow/red card will be displayed during contests to warn and/or eject individuals/teams/spectators/organizations. However, a yellow card is not required before a red card is displayed; and a red card is not required for a suspension to occur.

The four different team ratings are: Outstanding Acceptable Unacceptable Season Ending

The rating system is designed to rate teams, not individual conduct. A team is responsible for the actions of the individual team members and spectators related to their team. The designated game captain is responsible to calm difficult situations and to restrain troubled teammates. IM officials and/or supervisors shall determine acceptable and unacceptable team ratings. Appeals for unacceptable ratings will not be accepted. The Intramural Administrative Staff will determine season ending ratings. They also reserve the right to review any rating given to a team.

Outstanding Sportsmanship Rating

1. Team members demonstrate a willingness to contribute to sportsmanlike atmosphere.
2. All team members show control over their own actions and omissions. All team members uphold their responsibility to contribute to an atmosphere of sportsmanlike competition.
3. Team members follow all game rules in both spirit and intent.
4. Any fouls committed by the team are not to intimidate or gain advantage.
5. No unsportsmanlike penalties or yellow or red cards are assessed.

Acceptable Sportsmanship Rating

1. Team members cooperate with and demonstrate good sportsmanship toward members of teams, spectators and all Intramural officials and/or staff.

2. The designated game captain exhibits control over their team and spectators, converses reasonably and rationally with officials about rule interpretations/calls and cooperate by providing any information requested by any intramural official/staff.
3. Team members participate in the spirit and intent of the intramural game rules and/or program policies. Team members accept judgment decisions made by the officials during the contest.
4. No red cards issued and/or no player/spectator ejections occur before, during or after the intramural contest. A team (players/spectators) does not receive three yellow cards.
5. Respect shown for intramural facilities/equipment.

Unacceptable Sportsmanship Rating

Any one of the following will lead to an unacceptable rating:

1. Three or more yellow cards in any one contest towards one team (players/spectators).
2. A red card issued and/or player/spectator ejection(s) occur before, during or after the intramural contest.
 - a. Technical fouls for unsportsmanlike conduct, multiple unsportsmanlike penalties given and/or any excessive celebration.
 - b. Participants/spectators complain about official's decisions and/or show dissension. Complaints may be voiced verbally or "non-verbally". Arguing between opposing teams/spectators may also lead to an unacceptable rating.
 - c. The designated game captain does not control their team and spectators, converses in a dissenting manner with officials about rule interpretations/calls and does not cooperate or provide information requested by any intramural official/staff while performing their duties.
 - d. Team members do not meet eligibility requirements for participation within the program because of club sport, former varsity/varsity and/or professional status within same/related sport.
 - e. Team members are playing with participant(s) who are currently suspended from participating on their IM team and/or Intramural Program.
 - f. Any participant who plays under an assumed name.
 - g. Public indecency or obscenity. This includes but is not limited to urination in public.
 - h. Individuals/teams playing after the consumption or suspicion of consumption of alcohol/drugs. If the contest has begun, player(s) will immediately be removed from the contest. (Refer to Alcohol/Drugs, p. 11)
 - i. Verbal or physical abuse and/or the threat of, by participant(s)/spectator(s) in the form of fighting, baiting and/or wrestling with an opponent and/or teammate before, during or after an intramural contest.
 - j. Any threatening behavior (verbal and/or non-verbal) towards any intramural employee before, during or after an intramural contest.
 - k. Damage/destruction of facilities/equipment.
 - l. Any violation of WSU policies and procedures governing the conduct of students.

Consequences for Unacceptable Rating

1. Team is suspended until manager/captain meets with coordinator of that sport. Manager/captain shall be held responsible to initiate the meeting in a timely manner to ensure availability of coordinator (preferably several days before team is scheduled). Teams will forfeit any games scheduled on subsequent days prior to the meeting. During the meeting the manager/captain will be notified of the suspended status of their player(s).
2. Regardless of the length of the league season, two unacceptable ratings will equal a season ending rating and the team will automatically be dropped from any further competition.
3. The eligibility of players from both teams will be reviewed. (*Violation of any eligibility rule will cause a contest to be automatically forfeited.*)

Season Ending Sportsmanship Rating

Any one of the following may lead to a season ending rating;

1. Team is uncooperative and out of control before, during or after an intramural contest.
2. The designated game captain exhibits poor control over themselves, their team and/or their spectators.
3. Multiple red cards are given and/or multiple ejections occur.
4. Failure of ejected participant(s) and/or spectator(s) to leave the vicinity within the allotted *three (3)* minutes or returning to the vicinity during or after the game.
5. Participants and/or spectators constantly complain to officials/supervisors. There is excessive argument with teammates/opposing team, officials/supervisors. Communication is verbally abusive.
6. Verbal or physical abuse and/or the threat of, by participant(s)/spectator(s) in the form of fighting, baiting and/or wrestling with an opponent and/or teammate before, during or after an intramural contest.
7. Any threatening behavior (verbal and/or non-verbal) towards any intramural employee before, during or after an intramural contest.
8. Any physical contact with any intramural employee.
9. Team fails to cooperate/comply with intramural administrative staff/university officials while performing their duties; falsely represents or withholds any information requested.

10. Team(s) is unable to continue to play and game is stopped.

Consequences for Season Ending Rating

1. Team will automatically be dropped from any further competition.
2. The eligibility of players from both teams will be reviewed. (*Violation of any eligibility rule will cause a contest to be automatically forfeited.*)

B. APPEAL OF A TEAM SPORTSMANSHIP RATING

Only a season ending rating can be appealed by the manager. A written appeal must be filed within 48 hours of the rating. During the appeal process, the burden of proof shifts from the Intramural Program to the manager. IT IS NOT A HEARING. The process is a review of the record of the incident(s) and reasons for the season ending behavior. Teams will remain dropped from any further competition during the appeal process. Acceptable reasons for an appeal are; new information concerning the contest becomes available, and/or the sanction is too severe for the offense. The Associate Director, University Recreation, and/or person(s) designated by the Associate Director, will review the appeal. *During playoffs, the Associate Director, Assistant Director and/or Sport Coordinator(s), prior to the next scheduled contest, will hear the appeal.*

C. TEAM CONDUCT RESULTING IN A FORFEIT

In addition to the sportsmanship rating system, the following team behavior will result in a game being immediately stopped and FORFEITED (regardless of score or time remaining):

1. Three (3) separate individuals receiving any combination of warning or ejection cards and/or two (2) separate individuals receiving red card ejections.
2. Failure of ejected participant(s) and/or spectator(s) to leave the vicinity within the allotted *three (3)* minutes or returning to the vicinity during or after the game. A player cannot return for the second game when back to back games are scheduled (softball, 4 on 4 flag football & volleyball).
3. The team is 'confirmed' to be using an ineligible player.
4. Any player(s) and/or spectator(s) other than the designated game captain, leaving the team area/bench to join a situation in the game. *A person's intentions are irrelevant.*
5. Failure of a captain or team to provide required information to the Intramural Program.

Any inappropriate behavior following the forfeiting of a game could lead to a season ending rating. Serious on site situations will also result in initiating the involvement of campus police and the referral to the Office of Student Conduct.

D. TEAM SPORTSMANSHIP RATINGS

Any competition requires competitors. Without an opposition there is no game, and no fun. Good sportsmanship and participation are the focuses of the Intramural Sports program. Intramural Sports rewards not only the champions of a league, but also those teams who consistently display outstanding sportsmanship. As such, Intramural teams are given the opportunity to evaluate opposing teams based on their sportsmanship. At the end of every game Intramural teams will evaluate their opposition based on a simple question:

The opposing team significantly contributed to our enjoyment of this game in spirit of sportsmanship and fair play

| | | | | |
|----------------|-------|---------|----------|-------------------|
| 1 | 2 | 3 | 4 | 5 |
| Strongly Agree | Agree | Neutral | Disagree | Strongly Disagree |

Team captains will be asked to confidentially answer this question at the conclusion of every Intramural contest. These results will be combined with ratings from the officials and intramural staff to award a Sportsmanship Champion for each intramural division. Teams that have forfeited any contests or received any yellow or red cards during the course of the season are not eligible for the Sportsmanship award. Sportsmanship Champions will be awarded Intramural Champion T-Shirts as per the Championship T-Shirt policies.

E. INDIVIDUAL PLAYER CONDUCT

Individual Player Code of Ethics

1. As a participant in Intramural Sports I will abide by both the word and spirit of both the playing rules and Intramural Sports Policies and Procedures.
2. As any sport competition requires two teams and officials, I will strive to ensure that teammates, opponents and officials are given every opportunity to fully enjoy Intramural Sports.
3. I will respect the decisions of game officials.
4. I will not engage in any tactic, strategy or behavior that puts a teammate, opponent or any other person at an unnecessary risk of injury.
5. I will encourage others to abide by the Participant Code of Ethics.
6. I will behave graciously regardless of the outcome of my game or match.

The development of individual sportsmanship is of fundamental importance in all intramural activities. A yellow/red card will be displayed during contests to warn and/or eject individuals/teams/spectators/organizations. However, a yellow card is not required before a red card is displayed; and, a red card is not required for a suspension to occur. Players who

have been ejected are required to leave the vicinity within *three (3)* minutes. Failure of ejected participant(s) and/or spectator(s) to leave the vicinity within the allotted *three (3)* minutes or returning to the vicinity during or after the game will result in the game being forfeited and additional individual/team sanctions.

AN EJECTION FROM ANY INTRAMURAL CONTEST FOR INAPPROPRIATE BEHAVIOR CARRIES A MINIMUM ONE GAME SUSPENSION, TO BE SERVED IN THAT TEAM'S NEXT GAME IMMEDIATELY FOLLOWING THE EJECTION.

The following behavior results in ejection from an intramural contest & may result in referral to campus police and the Office of Student Conduct:

1. Verbal or physical abuse and/or the threat of, by participant(s)/spectator(s) in the form of fighting, baiting and/or wrestling with an opponent and/or teammate before, during or after an intramural contest.
2. Any threatening behavior (verbal and/or non-verbal) towards any intramural employee before, during or after an intramural contest.
3. Any physical contact with any intramural employee.
4. Technical fouls for unsportsmanlike conduct, multiple unsportsmanlike penalties and/or any excessive celebration.
5. Failure to cooperate by providing information requested by an official/student staff/administrative staff.
6. Persistent infringement of the spirit and intent of the game rules.
7. Public indecency or obscenity. This includes but is not limited to urination in public.
8. Individual playing after the consumption, or suspicion of consumption of alcohol/drugs. If the contest has begun, player will immediately be removed from the contest. (Refer to Alcohol/Drugs)
9. Damage/destruction of facilities/equipment.
10. Any violation of WSU policies and procedures governing the conduct of students.
11. A player may not participate in another intramural event in the same day if he/she has been ejected from an intramural contest. Any ejected player is considered to be a suspended player for the rest of that day.
12. Any player receiving three yellow cards during the season will be suspended for a minimum of one game.

Any of the above behavior results in a minimum one game suspension.

Actions before, during and after the game in question will be taken into account when determining sanctions. Sanctioning may range from a minimum of a one game suspension to expulsion from the program for an indefinite period of time. Incidents may be referred to a conduct administrator in the Office of Student Conduct. Ejected individual(s) who are suspended for longer than two games will remain suspended from all Intramural activity until they meet with the Associate Director and/or Sport Coordinator(s) after meeting with a conduct administrator in the Office of Student Conduct and serving their sanction.

Individual(s) playing while under suspension will receive a minimum sanction of one semester and will be referred to the Office of Student Conduct.

Team Managers will be notified of the suspended status of their players during their meeting to discuss the team's unacceptable rating. (See Consequences for Unacceptable Rating).

The Sport Coordinator(s) reserve the right to suspend any participant or team from intramural competition for conduct, behavior, or attitude that they perceive as interfering with the orderly conduct of activities and/or safety of the individuals participating in the intramural program.

F. APPEAL FOR INDIVIDUAL SANCTIONS

The individual can appeal only sanctions of more than two games. A written appeal must be filed within 48 hours of the sanction. This forum is not a hearing. The process is a review of the record of the incident(s) and reasons for the excessive behavior. Individuals will remain suspended during the appeal process. The decision by the Intramural Program to refer individual(s)/team(s) to the Office of Student Conduct may not be appealed. Acceptable reasons for an appeal are; new information concerning the contest becomes available and/or the sanction is too severe for the offense. The Associate Director, University Recreation and/or person(s) designated by the Associate Director, will review the appeal.

G. ALCOHOL / DRUGS / TOBACCO

The use of tobacco products by participants, spectators and staff at Intramural events is prohibited. The use, possession, sale and/or consumption of alcohol/drugs at any intramural activity are strictly prohibited and in violation of WSU conduct regulations for faculty, staff and students. In addition, players or spectators who have consumed and/or are under the influence of alcohol/drugs are a safety concern both to themselves and others at the contest.

Individual(s)/team(s) will not be allowed to play after consuming or are under the suspicion of consuming alcohol/drugs. If the contest has begun, player(s) will immediately be removed from the contest. Individual(s)/team(s)/managers who fail to cooperate/control the situation WILL cause the contest to be stopped and possible suspension from further intramural participation. *Individuals may be referred to the WSU Police and/or to a University Conduct Administrator.*

H. SELF- OFFICIATED LEAGUES

Individual and team sportsmanship is of paramount importance in all self-officiated activities. The responsibility to ensure fairness in all contests is shared by the teams involved. If Intramural staff are needed to intercede and remove/eject

player(s)/spectator(s) for any inappropriate conduct the situation will be handled very seriously. Minimum sanctions will likely remove the player involved for the remainder of the sport season. Although no formal rating takes place, teams will be held to a very high code of conduct. *Absolutely no inappropriate conduct of any kind will be tolerated.*

I. DISCRIMINATION POLICY

This policy prohibits discrimination on the basis of race, sex, sexual orientation, gender identity/expression, religion, age, color, creed, national or ethnic origin, physical, mental or sensory disability, marital status, and/or status as a veteran.

Intramural Sports and Sport Clubs Participation

WSU students, faculty/staff and spouse/partners of students, faculty/staff shall be permitted to participate in Intramural Sports and Sport Club programs in accordance with the individual's consistently asserted gender identity. Participation in competitive Sport Club or Extramural athletic activities will be resolved on a case by case basis based on applicable National Governing Body.

FACILITIES

A map with field/court locations for the activities is available in back of this handbook. With the high use and traffic in all facilities, participants are asked to be responsible for their own garbage/trash. Your cooperation and help is also needed with keeping bicycles and other hazards away from all playing areas. Please notify IM staff of any safety hazards regarding the equipment or facility.

Specific rules for using Martin Stadium/Rogers: no pets allowed anywhere in the stadium, no sunflower seeds, no smoking or chewing tobacco on the surface or in the stadium seats. The only legal footwear is soft pliable cleats, tennis shoes/runners or turf shoes. Cleats are **STRONGLY RECOMMENDED** when participating in Martin Stadium and/or Rogers Practice Field.

PETS

Pets are not permitted in university buildings, facilities or on fields. Pets are not permitted on University property unless under immediate control of their owner.

EQUIPMENT

FOOTWEAR

In all sports players must wear athletic type shoes that cover the foot completely. Sandals, boots and open toe shoes are NOT allowed. For outside sports cleats are limited to studs or projections that do not exceed ½ inch in length and are made with nonabrasive rubber or rubber-type synthetic material that does not chip or develop a cutting edge. Cleats are **STRONGLY RECOMMENDED** when participating in Martin Stadium and/or Rogers Practice Field.

EQUIPMENT CHECK OUT

Although most participants have their own equipment or purchase equipment as a team/organization, a limited amount of equipment specific to the intramural sport in progress is available for checkout. Checkout is for the duration of your intramural game or one hour. Users shall be responsible for payment for loss and/or any and all damages/repairs to equipment items (other than normal wear & tear). Completion of the check-out form and a current WSU ID is needed to check out any of the following items: face masks, softball bats, gloves, softballs, volleyballs, outdoor soccer balls, basketballs, eye guards, tennis balls and footballs. A participant may check out basketball jerseys for her/his team with a current WSU Photo ID card.

Equipment checkout begins at approximately 5:00 PM in Smith 101, Monday through Thursday. Sunday hours vary on sport season. Equipment can also be checked out at the Valley Road Playfield, Tennis Courts and the South Fairway Playfield for the sport that is currently in progress, (i.e., flag football, softball, etc.).

Individuals/groups conducting their own special event(s) must request equipment from the Outdoor Recreation Center located in Hollingberry Annex or call 335-1892. Reservations for equipment should be made well in advance of the event(s).

PROPOSAL FOR NEW ACTIVITY / EVENT

Students are given the opportunity to introduce new activities to be included in the Intramural Calendar of Events for the upcoming academic year. Approval will be based upon philosophy of program; facility/facilities required, student interest, safety, cost of equipment, personnel needs, etc. If you are interested in proposing a new activity please contact the intramural sports department at imsports@wsu.edu.

SUMMER INTRAMURAL PROGRAM

Summer activities are available through the Summer Recreation Program. A complete Calendar of Events will be available in March.

IM STUDENT EMPLOYMENT OPPORTUNITIES

The program could not be conducted on a successful level without the services of nearly 200 student officials, supervisors and practicum students. Previous experience as an official is desirable, but not required. Training clinics are offered at the beginning of each sport to teach the skills required. Preference will be given to students who are currently enrolled at WSU. None of these jobs will prevent participation on a team. Whether working for pay or completing requirements for a class, the program provides practical training and "hands-on" experience in the organization and administration of the overall program and its activities. **Washington State University is an equal opportunity educator and employer.**

A. JOB DESCRIPTIONS

Applicants should be mature, self motivating, possess a willingness to learn and lead, capable of making decisions/problem solving/resolving conflict in group situations, committed to promoting and valuing cultural diversity, interested in customer service and capable of acting in a professional manner while performing their duties. Job descriptions and qualifications are available at SRC 250 and on the University Recreation home page (imsports.wsu.edu). Workload is adjusted to accommodate class schedules and intramural participation.

PRACTICUM EXPERIENCE: Non-paying position with 10, 45 or 90 hours. May serve as either an Office Assistant, Intramural Game Official and/or assist in conducting special events. Other projects may be developed to meet requirements. It is recommended that those seeking practicum hours should contact the Intramural Sports Office early in the semester, as limited hours are available.

SPORT OFFICIAL: Shall represent the IM Program and will officiate intramural team sport contests. Must have rule knowledge in the specific team sports as well as general knowledge of program policies. Training clinics are conducted the week prior to the activity beginning. Prior experience is desirable but not necessary.

IM/SCF SUPERVISOR: Shall represent the Intramural Program and will assist in the preparation and supervision of the activity areas and officials during Intramural team sports; assist in the coordination of special events, work at other special events, manager's meetings and team sign-ups. Must have knowledge of program policies in order to assist players and teams. Must have specific knowledge of game rules, in order to serve as an interpreter of rules to assist players and officials. Will handle on sight conflict situations...protests, discipline, etc... Will handle first aid/emergency situations when necessary. Shall represent the Intramural Program and will manage Smith 101 office during Intramural activities conducted Monday through Thursday evenings and Sundays. Will assist with special events, manager's meetings, and team sign-ups when necessary. Position promoted from sport officials.

IM/SCF OFFICE SUPERVISOR: Daily tasks include opening/closing Smith Office; recording of game results; preparation of scoresheets/equipment for contests; preparation for and check-in of officials; answering telephone and assisting participants at the counter, handling first aid/emergency situations when necessary; completion of appropriate forms when needed; distribution of promotional materials; equipment check-out/check-in for participants. Must have knowledge of program policies in order to assist players and teams.

WASHINGTON STATE UNIVERSITY
UNIVERSITY RECREATION
INTRAMURAL SPORTS

2009 – 2010 PAY SCALE FOR STUDENT OFFICIALS

| OFFICIALS | Time | Level 1 | | Level 2E | | Level 2M | |
|----------------------|------|-----------|-----------|-----------|-----------|-----------|-----------|
| | | Game/Hour | Game/Hour | Game/Hour | Game/Hour | Game/Hour | Game/Hour |
| 5 ON 5 SOCCER | 50 | 7.25 | 8.70 | 7.40 | 8.90 | 7.60 | 9.10 |
| SOFTBALL | 60 | 8.70 | 8.70 | 8.90 | 8.90 | 9.10 | 9.10 |
| FLAG FOOTBALL | 60 | 9.10 | 9.10 | 9.30 | 9.30 | 9.50 | 9.50 |
| VOLLEYBALL | 60 | 8.70 | 8.70 | 8.90 | 8.90 | 9.10 | 9.10 |
| BASKETBALL | 50 | 7.60 | 9.10 | 7.75 | 9.30 | 7.90 | 9.50 |
| INDOOR SOCCER | 45 | 6.55 | 8.70 | 6.70 | 8.90 | 6.85 | 9.10 |
| 4 ON 4 FLAG FOOTBALL | 40 | 6.05 | 9.10 | 6.20 | 9.30 | 6.35 | 9.50 |
| SOCCER | 60 | 8.70 | 8.70 | 8.90 | 8.90 | 9.10 | 9.10 |

- Level 1: Those who are working at a job for the first time at WSU and attend the appropriate training sessions.
- Level 2E (Experience): Those who have proven their skills in completion of at least one specific sport season in an academic year (official) or one year of service (staff), received satisfactory evaluations, and demonstrated responsibility in performing their duties.
- Level 2M (Merit): Those who have proven their skills in completion of at least one specific sport season in an academic year (official) or one year of service (staff); received outstanding evaluations; demonstrated responsibility, professionalism and leadership in performing their duties; and showed dedication in mastering rules, policies, communication, and game control.

Officials are generally paid on a per game basis unless they are work study. The "per hour" wage is adjusted to equal the "per game" wage if the length of a game is less than/more than 60 minutes.

Washington State University is an equal opportunity educator & employer.



SPORTSMANSHIP...IT MATTERS

Sportsmanship Campaign

Sportsmanship is walking off the field and not knowing who won or lost

Officiating is hard. Don't make it harder

If it might hurt someone, don't do it

Have an open mind to others' weaknesses and have a forgiving attitude.

Have pride in one's performance and one's team.

Be a friend, not an enemy, and create a positive environment.

WSU University Recreation Site Map

