This publication is a set of guidelines for intramural sports participants at the University of Vermont.

**Campus Recreation – Main Office**
Department of Athletics
101 Fitness Center
PFG Complex
Burlington, Vermont
802.656.4485

**Assistant Director, Campus Recreation - Intramural Sports**
Jordan Olson
M105 PFG Complex
802.656.7706
jkolson@uvm.edu

**Intramural Sports Coordinator**
Carissa Smith
M111 PFG Complex
802.656.7713
csmith52@uvm.edu

**Campus Recreation Website**
http://www.uvm.edu/~recspts/

**Campus Recreation Mission Statement**
The intramural sports program is provided to the campus community through Campus Recreation at the University of Vermont and is administered within the spirit of the Campus Recreation Mission. The Campus Recreation Mission is as follows:

*Campus Recreation at the University of Vermont is committed to making student participation in recreational activities an essential component of the UVM experience. By providing outstanding leadership and a variety of high quality program offerings, we meet the recreational interests of a diverse student body. Our efforts are focused on activities that create positive social interaction, opportunities for education and development, and promotion of healthy lifestyles among students as well as faculty/staff and community.*
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Guidelines for Intramural Sports Team Captains

The purpose of these guidelines is to provide team captains with an outline of their responsibilities; however, all captains must review and understand all policies and procedures as they are outlined in this handbook. Captains will be held accountable for all information contained within.

Administrative Duties

- **Registration:** Register your team online during the registration period for the sport of interest. The registration period for most activities is seven to fourteen days. Entries are available on a first come, first served basis, which means popular leagues may be closed after the first day of registration.
- **Roster/Waiver:** Once you sign up for a sport you will be asked to accept the conditions of the liability waiver/roster form. Captains will have to manage their team and invite each team member to sign up on their team. Additionally, team captains are responsible for knowing the eligibility status of all players on one’s team. The onus is on the team captain to ensure that all players are eligible to participate and have been added to the official online IMLeague roster by the last day of regular season games.
- **Captain’s Meeting:** The team captain or a representative of each team must attend a captain’s meeting for each sport that a team has been registered for. Dates and times of the captain’s meeting will be posting on the Intramural Sports Calendar/Website/Marketing Materials. This meeting is mandatory, which means if a representative is not at the meeting 1 of 2 options will occur, a $15 fee will be assessed to the captain’s IMLeague account, or the team will be dropped from the league and replaced by a waitlisted team that did attend the captain’s meeting.
- **Rules Knowledge:** Be responsible for thoroughly understanding all intramural sports policies and procedures and sport specific rules. Ensure that all team members know and abide by these guidelines.
- **Schedules and Results:** Check schedules regularly for updates/changes in game times. All schedules are posted online at www.imleagues.com/uvm. Occasionally, schedules may change due to various reasons, including but not limited to the following: facility availability changes, teams forfeiting, weather cancellations and reschedules. Information concerning date, time, and location of contest will NOT be given over the telephone by Campus Recreation Office Staff due to the potential for miscommunication and subsequent participant dissatisfaction.
- **Playoff Schedule:** Posted on www.imleagues.com/uvm following the end of the regular season.
- **Game Time:** Ensure that enough team members are at the game 15 minutes prior to the beginning of your scheduled contest. GAME TIME IS FORFEIT TIME! Also, ensure that all players have signed in with the IMS Supervisor before the start of each game.
- **Forfeit Fees:** The team captain’s IMLeague account is charged for all forfeit fees and the whole team will be suspended from that sport until all fees have been paid. The team captain is responsible for collecting and paying fees according to the instructions provided by the IMS Staff or your team may be subject to team removal from league/playoff competition. All fees not paid by the end of the academic year will be transferred to the captain’s Campus Recreation account.
- **Communication:** Promptly respond to intramural sports staff communication (email, phone calls). Immediately inform the intramural sports staff (via email) of any changes in regards to who is serving as team captain or captains’ contact information.

Sportsmanship Duties

- Educate your team members regarding the consequences of poor sportsmanship for both the individual and the team.
- Be responsible for the behavior of all of your team’s players and spectators.
- Be responsible for ensuring that all your team members understand and abide by all intramural sports policies and procedures as outlined in this handbook.
- Assist the intramural sports staff in processing ejected players and inform any ejected players that they must promptly leave the facility or risk forfeiture of the game.
- Inform ejected players of the procedural steps for reinstatement.
Serve as your team’s liaison with IMS staff as only the team captain is permitted to clarify calls with the IMS Officials or IMS Supervisors at the specific game site.

Intramural Sports Policies and Procedures

Registration Procedure

All intramural participants will be required to create an account on IMLeagues.com

To create an IMLeagues account: **Note** IMLeagues offers a live support button at the bottom of all pages, please use this button if you encounter any difficulties.

1. Go to www.imleagues.com and click Create Account
2. From the first drop down box select University of Vermont
3. After 5 seconds you will be rerouted to the UVM web authentication page
4. Log in using your UVM Net ID and password
5. You should be automatically joined to UVM’s network

How to sign up for an intramural sport:

1. Log in to your IMLeagues.com account
2. The current and upcoming sports will be displayed; click on the sport you wish to join
3. Choose the league you wish to play in (Co-Rec, Men’s, Women’s, Open, etc.)
4. Choose the division your team would like to play in (Monday 5-7PM, Tuesday 9-11PM, etc.)

You can join the sport one of three ways:

- Create a team (For team captains)
  - Captains can invite members to their team by clicking the “Invite Members” link on the team page. Any invited members must accept the invitation to be joined to your team.
    - If they’ve already registered on IMLeagues: search for their name, and invite them
    - If they haven’t yet registered on IMLeagues: input their email address.
- Join a team
  - Use the Join Team Button at top right of team page.
  - Accept a request from the captain to join his team.
  - Finding the team and captain name on division/league page and requesting to join
  - Going to the captain’s player card page, viewing his team, and requesting to join
- Join as a Free Agent
  - 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.
When registering your team it is good to have the following already figured out:

- The **Sport, League and Division** your team wishes to play
- Team Name*
- Captain’s Phone Number

*It is the responsibility of the team captain to submit an appropriate team name. Names that include inappropriate language or references will be removed as the Intramural Sports Office reserves the right to change any name deemed unsuitable.

Registration fees (non-refundable) are as follows:

- **Team Sports:** $25.00 - $40.00 per team
- **Tournament Sports:** $5.00 - $15.00 per team
- **Individual Sports:** $0 - $5.00 per person
- **Dual Sports:** $0 - $10.00 per team

*Captains pay for all league and tournament fees up front, and are expected to collect from their team members.

**Late Registration:** Late entries may be accepted if space is available. Interested individuals must contact the Assistant Director immediately following the close of registration.

**Captains’ Meeting**

The captain or the representative of each team must attend a captains’ meeting for each sport that a team has registered for. Dates and times of the captains’ meeting will be posting on the Intramural Sports Calendar/Website/Marketing Materials.

**“Missed” Captains’ Meeting:** Any team that does not attend the captains’ meeting may be dropped from the league and replaced with a team from the waiting list that attended the captains’ meeting. In the event that there are no teams on the wait list to replace the teams that have “missed” the meeting, teams may be allowed to remain in the league at the discretion of the Assistant Director. These teams will be assessed a $15 fee to remain in the league.

**Waitlisted Teams:** Captains of teams registered for the waitlist are encouraged to attend the captains’ meeting in order to increase the chances of their team obtaining an open slot should one become available. Waitlisted teams that attend the captains’ meeting will be eligible for an available slot before teams that did not attend the captains’ meeting. **Please note: Captains’ Meeting ATTENDANCE does not guarantee a league/tournament slot for waitlisted teams.**

**Players Quiz:** All participants playing in leagues sports will be required to take a 10-15 question quiz related to that sport. Quizzes will contain questions about general UVM Intramural Sports policies and procedures, and basic specific rules related to that sport and or league. Players will not be allowed to join a team unless they complete this quiz.

**Program Formats**

The Intramural Sports program at UVM offers the campus community opportunities to participate in individual and team sports in either a tournament or sport season format. With a few exceptions, all programs are offered in a selection of divisions from which participants may choose based on their team’s composition (i.e., gender of participants and/or competitive level – see below for a description of all divisions). In sport season activities the divisions are broken into leagues. The league is generally the time slot in which your team will play its regular season games (e.g., Men’s B Division Tuesday’s 4-6pm, games at 4pm or 5pm). Leagues are formatted as a three (3) game regular season + playoffs. Leagues are typically offered Sunday-Thursday evenings and tournaments are typically offered on weekend days or evenings.
**Divisions:** Team captains are encouraged to select the appropriate division for their team’s skill level and desired level of competition. Players are **not permitted** to participate on multiple teams within the same division (e.g., a player may not play on a men’s B and men’s A basketball team or on two men’s A teams, etc). Due to incomplete league registrations or scheduling conflicts it may be necessary to combine divisions or move teams to make a complete league. After reviewing the information below, if you have questions regarding in what division your team should participate, please contact the intramural sports professional staff for assistance.

<table>
<thead>
<tr>
<th>Division*</th>
<th>Division Composition</th>
<th>Sub-Divisions (not offered for all sports)</th>
</tr>
</thead>
</table>
| Men’s     | individual men or men's teams | A – competitive  
B – recreational |
| Women’s   | individual women or women's teams | A – competitive  
B – recreational |
| Co-Rec    | teams consist of a minimum number (sport specific) of players of each gender | A – competitive  
B – recreational |
| Open      | teams consist of any mix of players from any gender | A – competitive  
B – recreational |

*While sport programs are typically offered in gender-based divisions, the UVM Intramural Sports Program seeks to provide opportunities for all students to participate in its sport programs regardless of gender identification. If an individual or team is unsure of which division would be most appropriate in which to participate, please contact the Assistant Director to work with professional staff to determine which division would most appropriately fit the participation needs of the individual or team.

**Eligibility**

All currently enrolled undergraduate, graduate/medical and continuing education students, current faculty and benefit eligible staff members, are eligible to participate in the Intramural Sports Program **except** as follows:

- Participants may play on one co-rec and one men's/women’s team per sport per semester. A player declares team preference by their first participation.
- Players not appearing on the official online IMLeagues roster by the last day of the regular season are not eligible to participate in the playoffs (season sports) or, during a single elimination tournament, a player must appear on the roster by the end of the team registration period.
- Ejected players who have been suspended. (must be reinstated by the Assistant Director)
- Anyone who participates under an assumed name (e.g., roster/waiver, forgotten ID form, etc) or uses someone else’s ID is ineligible and may be suspended from further competition.
- Varsity, Semi-Professional, and Sport Club team members are subject to the guidelines outlined below.

**Transgender Policy for Eligibility/Participation in Intramural Sports Activities:** The UVM Intramural Sports Program seeks to provide opportunities for all students to participate in its sport programs regardless of gender identification. While sport programs are typically offered in gender-based divisions, all individuals shall be permitted to participate in the UVM Intramural Sports Program (i.e. leagues, tournaments, etc.) in accordance with the gender they most closely identify. If an individual or team is unsure of which division would be most appropriate in which to participate, please contact the Assistant Director to work with professional staff to determine which division would most appropriately fit the participation needs of the individual or team.

**Use of an Ineligible Player:** Any contest in which an ineligible player was used will be forfeited. In the playoffs, the team will be eliminated from the tournament and the last team playing against the disqualified team will advance.

**Varsity Athletes:** Current or former members of varsity intercollegiate teams are not eligible for participation in the sport, or a related (“like”) sport, in which they participate. Persons classified as a red shirt or those working out with the varsity team shall be treated as varsity squad members. Varsity players are considered those participating in either practice or any type of competition. Intercollegiate athletes are ineligible to participate in the sport, or related ('like') sport (see “Like Sports” section below), for one full academic year after varsity
status ceases. *Questionable players should contact the Assistant Director for clarification.* Any team with a varsity player (in the same or 'like' sport) on the roster will automatically forfeit every game in which the ineligible player(s) participated. During playoffs, use of an ineligible player will result in the team being removed from further competition. All varsity athletes are fully eligible to participate in other sports not related to their varsity sport.

**Semi/Professional:** A person who has competed professionally in a sport or signed a professional contract will be ineligible for five (5) years from the date of the last professional participation, in that sport or related ('like') sport.

**Sport Clubs:** Sport Club Members are eligible to participate in intramural sports programs. Club team members are defined as those paying dues to a club and/or are listed as a member of the club on the official sport club roster during the current academic year. Sport Club Members are eligible to participate in intramural team sports with the following restrictions for the same or 'like' sports:

- **A-Division Teams** – No more than three (3) club players (men’s or women’s team members) may be listed on a roster.
- **B-Division Teams** – No more than two (2) club players (men’s or women’s team members) may be listed on a roster.

**Like Sports:** As a guide, "like sports" are defined as follows:

- Basketball – 5v5 basketball, 3v3 basketball (*See 3v3 basketball rules for specific information about eligibility for club basketball team members*)
- Ice Hockey - ice hockey, floor hockey, broomball (*See broomball rules for specific information about eligibility for varsity and club field hockey / ice hockey team members*)
- Soccer - outdoor soccer, indoor soccer
- Volleyball – volleyball, wallyball
- Field Hockey – broomball, floor hockey (*See broomball rules for specific information about eligibility for varsity and club field hockey / ice hockey team members*)

**Determining Player Eligibility:** The team captain is responsible for ascertaining the eligibility of the team’s players.

- The Intramural Sports professional staff members will assist the team captains and individuals with their questions of eligibility and interpretation of eligibility rules. Inquiring about eligibility questions in advance of contests helps avoid delays, potential protests and forfeits.
- Ineligible player inquiries can be initiated by other participants or the Intramural Sports Staff at any time (See ‘Protests’ for more information).

**UVM ID Policy**

All participants must present a valid UVM ID card at each contest in order to be eligible to play. Team members who do not bring a valid UVM ID will not be allowed to play. *(No ID, No Play)* Participants will be allowed to use biometrics to verify eligibility if they do not have their ID. To register for biometrics please visit the Campus Recreation front desk any time the building is open.

Additionally, providing false information or soliciting ineligible players for teams will result in automatic team disqualification and may also require the suspension of individuals, captains, and teams from participating in future events, leagues, and individual sports (see ‘Intramural Sports Code of Conduct’ for more information).

**Scheduling**

Schedules for all Intramural Sports Programs will be posted approximately **1-3 days prior to the start of the activity.** Schedules can be found online on [www.imleagues.com/uvm](http://www.imleagues.com/uvm).

**Religious Holidays:** The Intramural Sports Program schedules games based on facility availability and the time line by which the sport needs to be completed. If a typical game day falls on a religious holiday, games
will still be scheduled. If your team is unable to play on a specific holiday that falls during the sports season in which you are participating, the following time line for a schedule request to be made to the Assistant Director is required:

- **Regular Season Games:** By 8:00am the day following the in-person captains’ meeting for the sport in which the request is being made.
- **Playoff/Post-Season Games:** By 8:00am Monday of the last week of the regular season (e.g., your last regular season game may be on Wednesday, but requests must be submitted the preceding Monday by 8am).

**Rescheduling:** Regular season games will **not** be rescheduled. Games will **not** be postponed because of social engagements, organization meetings, etc. If a player or team knows of potential conflicts, notify the Assistant Director, **in advance of the in-person captains’ meeting** so that conflicts can be minimized **if possible** during regular season scheduling.

Playoff games may be rescheduled at the discretion of the Assistant Director based on the availability of facilities and timeline of playoffs. Any playoff schedule requests must be directed to the Assistant Director by 8am Monday of the last week of the regular season in order to be considered (**no request can be guaranteed**).

**Playoffs for Season Sports:** A single elimination tournament will be held at the conclusion of the regular season for all divisions. For sports with a large number of teams qualifying for the playoffs, teams will be separated into two divisions. Teams with zero (0) and one (1) loss will qualify for division 1, and teams with two (2) or three (3) losses will be placed in division 2. The parameters for each playoff bracket will be at the discretion of the Intramural Sports staff. Team captains are responsible for verifying their playoff schedule at the conclusion of the regular season by checking the playoff bracket on IMLeagues. Playoff games are typically **NOT** scheduled at the same time as your regular season games, therefore your team should be prepared to play on any day of the week in which the sport is played. All teams are eligible for playoff competition unless they have:

- Forfeited/defaulted two (2) regular season games
- Failed to achieve the 4.0 sportsmanship rating average during the regular season

**Postponements & Weather Cancellations:** Games are played rain or shine unless field conditions, thunder storms, or other conditions lead to unsafe playing conditions. Do not assume that a game will be postponed due to poor weather conditions. Decisions concerning the cancellation of games will be made as close to game time as possible and are oftentimes not made more than one hour in advance of game time. Oftentimes games will not be canceled until game time by the on-site supervisor due to rapidly changing weather and/or field conditions.

In the case of inclement weather, the Intramural Sports staff will do its best to contact the team captain prior to the game. The IMS staff will notify captains about weather related issues through e-mails generated through IMLeagues, and through post on Campus Recreation’s social media accounts.

The intramural sports office reserves the right to postpone a contest if circumstances warrant such action. All efforts will be made to reschedule any canceled games; however in the case of continuous bad or severe weather or limited facility availability, games will not be rescheduled. If playoff games are unable to be rescheduled, a league winner may not be determined due to canceled games.

**Forfeits, Defaults and Forfeit Fees**

Teams are strongly encouraged to arrive early for their games. Any game whose outcome is declared a forfeit will result in a loss being credited to the forfeiting team and the sportsmanship rating will be adjusted accordingly. A forfeit will be declared under the following conditions:

- A team does not show up for scheduled game.
- A team cannot field the required number of players by the designated game time.
- A violation of any rule that may result in a forfeit as stated in ‘Participant and Fan Behavior.’
Forfeit fees and associated penalties will be assessed according to the following guidelines:

- **Any team that forfeits a game will be billed a $15 or $5 forfeit fee** depending on the sport (to captain's IMLeagues account); and the team will not be eligible for further competition in that sport until the fee has been paid. The team will earn a 3.5 sportsmanship rating for this game.
- If a team forfeits two (2) games during the regular season the team captain will be charged the $15 or $5 forfeit fee for the first game, AND the team will be removed from further competition.
- Forfeits due to ineligible players or unsportsmanlike conduct will result in the team captain being billed a $15 forfeit fee. In addition, there is the possibility of additional penalties for flagrant offenses.
- During playoffs, teams that forfeit are dropped from further competition and the team captain will be charged the $15 forfeit fee.

**Game Time:** **GAME TIME IS FORFEIT TIME!** If one team is late/not present at game time, the team's captain that is present and has the minimum number of participants that is required checked-in and ready to play will be given two options (**once a decision is made it cannot be changed**):

- Take the forfeit immediately
- Give the team five (5) minutes (from game start time) to show - If the team shows with the minimum number of players required, the game must be played with only the remaining amount of time left and the result of the game will be recorded. If the team is still unable to field the required number of players, the game will be a forfeit.

**Score of Forfeited Game:** A score of 1-0 will be recorded for a forfeit win for all sports except basketball when a score of 2-0 will be recorded.

**Defaults:** If a team cannot play when they are scheduled, the team captain must submit on online default form **at least 6 hours** before the game in order to have the game count as a **default (loss counted on team's record, but no forfeit fee assessed or sportsmanship reduction)**. To submit a default online please visit the Intramural Sports website ([http://www.uvm.edu/~recspts/](http://www.uvm.edu/~recspts/)) and use the default link. Failure to do so will result in the team being assessed a forfeit and a forfeit fee (see section ‘Forfeits and Forfeit Fees’).

**Protests**

It is the strong belief of UVM Campus Recreation that contests should be won or lost on the field of play. The intramural staff will resolve all disputes immediately. Matters involving an official’s judgment are not a basis for protest. Protests referring to or questioning an officials’ judgment call will never be granted. Intramural Sports team captains that abuse the protest system shall be penalized at the discretion of the Assistant Director.

The Intramural Sports Office reserves the right to rule in any matters not covered in this handbook. We will apply the spirit of the rules and fairness in all situations.

The decision of an official or intramural staff member to eject a player or spectator for any unsportsmanlike conduct will be firmly upheld by the Intramural Sports Office.

**Steps to Protesting a Game:**

1. All protests must be registered immediately with the IMS Supervisor on site. A valid protest must either concern player eligibility or a misapplication or misinterpretation of a sport rule that could impact the outcome of a game (e.g., goal being scored or disallowed). A protest based on the judgment of an intramural sports official is invalid. An official Protest Form must be completed with the IMS Supervisor on duty for the protest to receive further consideration.
   - **Player Eligibility Protests:**
     - Opponents must verbally make the intramural sports staff (official and supervisor) and suspected ineligible player aware of an eligibility protest **before** the player in question enters and participates in the contest.
     - Opponents give up their right to protest any player after the suspected ineligible player participates against them.
   - **Game Protests:**
A valid game protest must include the following:

- Protests must be made during the contest at the time of the incident by the team captain to the game official and/or sport supervisor before the next “live” ball. The captain must say “I PROTEST.”
- At that time, the reason for the protest must be given to the game official and supervisor, which will be reviewed by the intramural sports staff and the supervisor will make a decision.

2. If the team captain disagrees with the on-site decision, the decision may be appealed to the Assistant Director. A protest form must be completed and submitted on-site through the IMS supervisor on duty. After the protest is filed, the game will resume and be completed.

3. For all protests, the Assistant Director will contact the captains by 4:00pm the day after the incident in question (Monday for weekend games) with a final ruling (typically via email). If a ruling will affect continuing tournament play, a decision will be made as soon as possible.

**Protest Appeals:** A written, typed appeal of a protest decision must be submitted within 24 hours of the protest decision. The typed appeal must be submitted to the Assistant Director.

**Playoff Protests:** Due to time constraints, protests during playoff games will be decided by the IMS Supervisor on duty. The decision of the IMS Supervisor is final and cannot be appealed to the Assistant Director.

**Championship Awards**

The Intramural Sports Program provides awards in all activities for the winners of the various divisions. In team events, individuals listed on the team roster and who are present will receive a championship t-shirt.

- Any number needed beyond the allotted amount must be paid for by the team and only when extra shirts are available. For more information, contact the Assistant Director of Intramural Sports.

**Assumption of Risk**

Students are advised that participation in the Intramural Sports Program involves physical risk and participation is strictly voluntary. All participants are required to sign a roster/waiver either electronically or via paper prior to participation in any intramural sport activity. It is strongly recommended that intramural sports participants undergo a yearly medical examination and to carry medical insurance coverage.

**Injuries**

Participation in sporting activities may cause injury and exposure to blood borne pathogens. Blood borne pathogens are pathogenic microorganisms that are present in human blood and can cause diseases in humans. These pathogens include, but are not limited to, Hepatitis B Virus (HBV) and Human Immunodeficiency Virus (HIV). The Intramural Sports Program, in compliance with Vermont Law, will make every effort to minimize exposure to its employees and participants. Because the Intramural Supervisor Staff is trained and certified to respond to emergency and blood exposure situations, we ask that they be contacted immediately to respond to any injury.

- Participants will not be permitted to participate in intramural sports at the University of Vermont if they do not agree to all of the rules and regulations.
- The University and its staff are not held responsible for any injuries incurred while participating or as a spectator in the Intramural Sports Program.
- All injuries are to be reported to the game officials and IMS supervisor. All minor injuries can be taken care of by the supervisor with a first aid kit or the injured person can go, with assistance, to the Center for Health and Wellbeing, 425 Pearl Street for treatment. The Center’s hours are: Monday through Friday 8am-4:30pm and Saturday 9am-1pm. For an appointment please call 656-3350.
- All major injuries or emergencies will be taken care of immediately by the supervisor in charge by calling UVM Rescue at 911 or the Student Health Center at 656-3350. They will send assistance as soon as possible. In the meantime, the supervisor will take complete charge and see that the
participant is comfortable until help arrives. Medical expenses incurred such as ambulance, doctor bills, and x-rays will be the responsibility of the injured person.

- All injured persons must complete an Accident Report. This form can be obtained from the Intramural Sports Supervisor on site.

**Head Injuries/Collisions Above The Shoulder**

Any participant who is in any collision that involves any body part above the shoulders or sustains a head injury will be temporarily removed from the game and monitored by the Intramural Sports Supervisor on duty. If the participant exhibits signs, symptoms, or behaviors consistent with a concussion, such as:

- loss of consciousness
- headache
- dizziness
- blurred vision
- confusion
- memory loss
- nausea
- vomiting
- balance problems

The participant shall be disallowed from further participation in any intramural contest or activity at a supervised facility.

*Once such a determination has been made by any Intramural Sports staff member, such injured participants may not return to participate in any activity for the remainder of the day and are advised to seek professional medical attention.* The participant must bring a physician’s note at a scheduled time to the Assistant Director or Coordinator of Intramural Sports releasing the individual to participate in physical activity before being allowed to play in any intramural sport contest or to be able to access other campus recreation offered activities/facilities.

**Equipment**

The Intramural Sports Program will furnish standard equipment for all activities with the exception of personal items (racquetballs, tennis balls, hockey helmets, mouth guards, hockey sticks, skates, etc.). The Intramural Sports Program provides only game balls for each sport/activity. Team captains or any team member may check out a ball for their team through the UVM Campus Recreation Office (by fitness center entrance). All equipment checked out through the Campus Recreation office must be returned to the office or that individual will be charged the corresponding fee. Returning Campus Recreation equipment is the responsibility of the individual who checked the equipment out.

**Intramural Sports Equipment Checkout Policy:** For select sports, the Intramural Sports Program will have equipment available for checkout onsite. Currently, this includes broomball, flag football, 5-on-5 basketball, and ice hockey. Team captains or a team representative may check out a bag that includes the necessary equipment to participate in the particular sport. The team captain/team representative must leave their ID with the Intramural Sports Supervisor as they are responsible for all equipment in the bag. The player’s ID will be returned upon return of all equipment. Replacement costs for any equipment missing will be billed to the individual’s Campus Recreation account. Please see the specific sport rules for further information about what contents may be checked out and replacement costs.

**Game Jerseys:** Game Jerseys are provided by the IMS program. All jerseys will have numbers on them and each person will be required to record their name and number with the score keeper for their game at each scheduled match. The team captain/team representative must leave their ID with the Intramural Sports Supervisor as they are responsible for all jerseys. The player’s ID will be returned upon
return of all jerseys. Replacement costs for any equipment missing will be billed to the individual’s Campus Recreation account.

If your team would like to purchase “team jerseys” the intramural sports office encourages you to do so but you must make sure that these jerseys have numbers and are all the same color.

**Banned Equipment and Jewelry Policies**

The officials and supervisors on duty have the authority to disallow any participant from wearing any equipment, jewelry, or apparel which in their judgment is dangerous or disadvantageous to other participants. This is a rule for the safety of all participants, including the wearer of such apparel, and applies to any and all dangerous equipment and jewelry. There are no exceptions to these policies except as outlined below for religious jewelry/headgear and guards, braces or casts. Players and teams that are found to be in violation of this policy, and thus endangering the safety of all the participants, will be penalized with an **UNSPORTSMANLIKE PENALTY** assessed to the violating player and their team. The player will be removed until the equipment or jewelry in question is removed.

**Religious Jewelry and Headgear:** If a participant wears religious jewelry or headgear, that person must follow the approval procedure below before being able to participate in an intramural sports activity:

- A meeting must be set-up with the Assistant Director, at least 3 business days prior to the first game, to discuss the safest way to secure the religious jewelry to the body. ***This may mean that one has to purchase a sweatband, headband, or athletic tape to secure the religious jewelry/headgear to the body.***
- Once approval has been received from the Assistant Director, an email/memo will go to the Intramural team captain and participant about the proper procedure for wearing the approved Religious Jewelry or Headgear.

**Jewelry Policy:** All jewelry must be removed before playing any intramural activity. Jewelry includes, but is not limited to, rings (finger(s), nose, tongue, eyebrow, ear, etc.), rope bands, ankle and wrist bracelets, and watches. If a participant does not want to remove the jewelry, then they will not be allowed to participate in the activity. **Individuals will not be allowed to tape over any jewelry item on-site. Medical bracelets are permissible but must be secured to the body.**

**Shoe Policy:** All participants must wear proper shoes. A shoe shall be considered proper if it is made with either canvas or leather uppers or similar material. Bare feet and sandals are not allowed. The sole may be smooth or molded, non-marking, and non-abrasive. No metal, or shoes similar to metal sole and heel plates will be allowed. The supervisor has the authority to disallow any type of dangerous footwear.

**Headgear Policy:** Headgear is not allowed to be worn by any participant during an intramural sports activity. For INDOOR sports this headgear consists of any hats, bandanas, baseball caps, winter/wool hats, and any other such similar headgear. This also applies to OUTDOOR sports with the exception that in winter/cold weather hats are permitted. The officials and supervisors on duty have the authority to disallow any participant from participating that they feel would endanger the person wearing the headgear or their opponents until it is removed.

**Guards, Braces and Casts:** If an individual wears a cast made of hard plaster, plastic, metal or any other hard material, that person will not be allowed to participate. Guards and braces will be approved on site by an Intramural Sports Supervisor. Guards and braces must be designed to use during athletic activity and shall not have exposed metal or hard plastic which could further injure yourself or other participants. Intramural Sports Supervisors have the final say when it comes to safety related issues while playing intramural sports.
Intramural Sports Code of Conduct

The Intramural Sports Office takes sportsmanship very seriously and offenders will be dealt with accordingly. Sportsmanship policies will be enforced strictly to ensure the safety and enjoyment of ALL participants, including our student staff. Actions that are dangerous and/or conduct that is detrimental to the Intramural Sports Program will not be tolerated and are grounds for suspension from further participation in all intramural sports activities.

By choosing to attend the University of Vermont, each student accepts responsibility for promoting the community’s welfare by adhering to the Code of Student Rights and Responsibilities (“the Code”). Failure to do so may result in disciplinary action by the University (Code of Student Rights and Responsibilities, Policy V. 2.8.7, 2014). The Code is in place to reaffirm the principle of student freedom coupled with personal responsibility and accountability for individual action and the consequences of such action (Code, 2014). The UVM Intramural Sports Program is considered an educational activity as defined by the Code and therefore all behavioral expectations established by the Code apply to students participating in all programs offered by the intramural sports program in addition to program specific expectations (outlined in this section). Participants violating the behavioral expectations of the intramural sports program will be subject to disciplinary action through the Intramural Sports Office and, if in violation of the Code, also through the adjudication process with the Center for Student Ethics and Standards (CSES). Campus Recreation and the Intramural Sports Program will vigorously enforce all sections of the Code to ensure that participants feel welcome and enjoy the benefits of recreational activity. The following are sanctions that may be imposed by the Intramural Sports Office for violations of the Intramural Sports Code of Conduct:

<table>
<thead>
<tr>
<th>Sanction</th>
<th>Sanction Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>365 Day Suspension</td>
<td>A suspension from all intramural sports activities for a calendar year (365 days)</td>
</tr>
<tr>
<td>Semester(s) Suspension</td>
<td>A suspension from all intramural sports activities for one or more semesters</td>
</tr>
<tr>
<td>Season Suspension</td>
<td>A suspension that removes a player for the remainder of a current season</td>
</tr>
<tr>
<td>Game Suspension</td>
<td>A suspension for one or more competitions that may carry other sanctions depending on the severity and seriousness of the incident(s).</td>
</tr>
<tr>
<td>Probation</td>
<td>A team or individual may be put on probation for any length of time. An individual or team need not be ejected to be put on probation. In such cases, employee reports may activate such a sanction. A team or player on probation will be removed from further competition if they incur further unsportsmanlike penalties or engage in any unsportsmanlike acts. Players returning from long suspensions or with a history of issues will be placed on probation once they potentially become reinstated.</td>
</tr>
</tbody>
</table>

Unsportsmanlike Behavior: The Code of Student Rights and Responsibilities as outlined by the University of Vermont, as well as the rules stated below, will govern all intramural sports play:

1. Unsportsmanlike Conduct: Any person, who commits, attempts to commit, incites or aids others in committing any acts of misconduct shall be subject to disciplinary procedures by the Intramural Sports Office.
2. Team captains are responsible for the conduct of their players and spectators and therefore are subject to the same disciplinary actions as their players.
3. The Assistant Director will be the final judge of what is unsportsmanlike.
4. Unsportsmanlike conduct includes, but is not limited to the following:
   - Fighting (pushing, punching, tripping, late hits, cheap shots, or any type of physical contact)
   - Using profane, inappropriate, insulting, or vulgar language or gestures - incidental or otherwise
   - Verbal or physical baiting or taunting an opponent, including "trash talking" in any manner
   - Attempting to influence an intramural staff member's decision
   - Dissent towards an intramural official or staff member's decision
   - Disrespectfully addressing intramural staff
   - Physical contact with intramural sports staff
• Failure to follow the directions of any intramural sports staff member acting in accordance with their duties
• Physically damaging a facility, equipment, or other provided intramural sports apparatus (e.g., hanging on the basketball rims)
• Theft or unauthorized possession of intramural sports and/or Campus Recreation property.
• Delay of game and/or tactical fouls
• Engaging in any general unsportsmanlike act, especially those that show disregard for intramural sports rules and policies (Unsportsmanlike conduct penalties)
• Any attempt to strike an opponent or intramural sports staff member
• Aggressive action toward a participant or intramural sports staff member
• Actions that may lead to a fight
• Impeding or obstructing an investigation or inquiry, or failing to identify oneself or to comply with the directions of the intramural sports staff
• Conveying information that the student knows or should know to be false, by actions such as lying or being dishonest, forging, or altering information (falsification of identification/information).
• Indecent exposure, including but not limited to “flashing.”
• Participating in a game for which the individual is ineligible
• Violating the Student Alcohol and Other Drug Policy (see Campus Recreation policy below).

UVM Campus Recreation Alcohol and Other Drug Policy

The University of Vermont Campus Recreation Program is committed to providing the campus community with opportunities to recreate in a positive and safe environment. In accordance with UVM Alcohol Policy and to ensure the safety of all individuals, Campus Recreation prohibits patrons from attending or engaging in UVM Campus Recreation related and/or sponsored activities while under the influence and/or in possession of drugs and/or alcohol as evidenced through the diminished capacity of motor skills, smell of alcohol, language confirming or suggesting alcohol or drug consumption, demonstration of belligerence, or any other behavior that is deemed harmful or unsafe by Campus Recreation Staff. Individuals suspected to be in violation of the UVM Alcohol and Other Drug Policy are subject to the following:

• The offending individual must immediately remove themselves from the facility. Failure to comply and cooperate with UVM Campus Recreation Staff will result in UVM Police Services being called.
• Pending review and investigation of the incident by Campus Recreation Staff, offending individuals may be subject to temporary or permanent loss of Campus Recreation privileges. All policy violations will be reported to the CSES for Judicial Review.

Team Sportsmanship Rating: The development of team and individual sportsmanship is of fundamental importance in all intramural sports activities. The sportsmanship rating system is intended to be an objective scale by which teams’ attitude and behavior can be assessed throughout the intramural sports season. Behavior before, during, and after the intramural sport contest is included in the rating. The team captain is responsible for educating and informing all players and spectators affiliated with the team about the system. To encourage acceptable conduct before, during, and after intramural sports contests, officials and/or supervisors shall make decisions whether to warn, penalize, or eject persons and/or teams for poor sportsmanship. Appeals for unacceptable sportsmanship ratings are not accepted. The professional staff will review and investigate all season ending ratings to determine if appropriate ratings have been given and all decisions shall be final. The professional staff also reserves the right to review and change any rating given to a team at any time.

Advancing to Playoffs: In order for a team to qualify for the post-season playoffs they must:

- Not forfeit/default two (2) of their three (3) regular season games
- Finish the regular season with a minimum 4.0 AVERAGE sportsmanship rating.
**Sportsmanship During Playoffs:** Any team receiving a sportsmanship rating below a ‘4.0’ during the playoffs will be eliminated from the playoffs, plus the team captain will be required to set up a meeting with the Assistant Director prior to participation in any other intramural event.

**Sportsmanship Rating Scale**

<table>
<thead>
<tr>
<th>Rating*</th>
<th>Criteria/Description of Behavior</th>
</tr>
</thead>
<tbody>
<tr>
<td>5.0</td>
<td>Excellent conduct and sportsmanship: Players cooperate fully with the officials and other team members. The captain calmly converses with the officials about rule interpretations and calls. The captain also has full control of teammates and fans. <em>All trash and personal items are picked up at the conclusion of the team’s match.</em></td>
</tr>
<tr>
<td>4.5</td>
<td>This is the baseline. A team that does not have any problems will receive a ‘4.5’. Very few complaints. No taunting or unsportsmanlike behavior exhibited towards the other team. Team members left some trash and personal items at the conclusion of match. <strong>Teams that default a game are assigned this rating.</strong></td>
</tr>
<tr>
<td>4.0</td>
<td>Average conduct and sportsmanship: Team members verbally complain about some decisions made by the officials and/or show minor dissent.</td>
</tr>
<tr>
<td>3.5</td>
<td>Team (and/or fans) complains more frequently and may get warned for unsportsmanlike behavior, but NO unsportsmanlike conduct penalties are assessed. Team members did not pick up trash or personal items at the conclusion of the match. <strong>Teams that forfeit a game are assigned this rating.</strong></td>
</tr>
<tr>
<td>3.0</td>
<td>Below average conduct and sportsmanship: Team shows verbal dissent toward officials and/or opposing team which merits an unsportsmanlike penalty. Captain exhibits some control over teammates and spectators, but maintains self-control.</td>
</tr>
<tr>
<td>2.5</td>
<td>Team shows verbal dissent toward officials and/or opposing team. One or two unsportsmanlike conduct penalties (not severe). No ejections. Captain does little to help the situation.</td>
</tr>
<tr>
<td>2.0</td>
<td>Poor conduct and sportsmanship: Team members and/or spectators constantly comment to the officials and/or opposing team from the field and/or sidelines. Captain has very little control over team or certain player. <strong>A team that has two (2) unsportsmanlike penalties or has a player ejected from the match will receive a ‘2.0’.</strong></td>
</tr>
<tr>
<td>1.5</td>
<td>Single ejection or multiple unsportsmanlike conduct penalties. The team captain exhibits little or no control over teammates and/or fans, and/or no self-control.</td>
</tr>
<tr>
<td>1.0</td>
<td>Unacceptable conduct and sportsmanship: Captain has no self-control or control over teammates. Captain gets penalized for unsportsmanlike behavior. Team is completely uncooperative. <strong>Any team which receives multiple ejections or has a match stopped due to sportsmanship will receive a ‘1’ rating.</strong> Ejected players and team captain must meet with the Assistant Director in order to participate in any future intramural matches/leagues.</td>
</tr>
<tr>
<td>0.5</td>
<td>Multiple ejections. Captain has NO control over team and/or is not willing to work with IMS staff.</td>
</tr>
<tr>
<td>0.0</td>
<td>Out of control conduct and sportsmanship: Fighting, shoving officials, shoving supervisors. Multiple ejections or behavior so poor that it merits comparison to a fight or to actual contact of an employee. <strong>If the match is discontinued due to teams’ poor behavior, a rating of ‘0’ will be given.</strong> A team that receives a ‘0’ rating must meet with the Assistant Director the next day to discuss the team’s intramural sports status.</td>
</tr>
</tbody>
</table>

**Ejections and Suspension:**
1. There is an automatic minimum of a one game suspension for all individual ejections.
2. Players may be ejected for two unsportsmanlike penalties (e.g., 2 yellow cards), one severe unsportsmanlike penalty (e.g., red card/flagrant foul), or be removed by an intramural sports staff member for a gross violation (e.g., taunting from the sideline, attempting to injure another player).
3. Ejected players will be asked to leave the field of play and the facility. The ejected person must leave the playing area immediately and has five (5) minutes to leave the facility. Any ejected person not adhering to this rule will cause their team’s game to be forfeited and face possible referral to CSES.
4. Any player that has been ejected from a game for any reason will result in immediate suspension from ALL intramural sports participation indefinitely until the matter is resolved by meeting with the Assistant Director.
5. The **ejected participant & the team captain** must meet with the Intramural Sports Professional Staff. It is the responsibility of the ejected player to contact the Assistant Director or Coordinator to set up an appointment within 48 hours of the ejection. If no contact is made within the first 48 hours after the ejection, the player will become suspended from all intramural sports participation until the matter is resolved by meeting with the Assistant Director and/or Coordinator. All time served for any suspensions begin after this meeting is held.
6. During a player’s 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.
7. Most suspensions will be served in the sport in which the offense occurred, but individuals can be suspended from all intramural sports activities depending on the severity of the offense.
8. In cases occurring late in the sport season or the academic year, a suspension may carry over into the next sport, season, semester, or academic year.
9. Team captains that are currently under suspension or who have failed to have an ejection meeting will be prohibited from registering an intramural team until they have resolved their sanction.
10. The Assistant Director reserves the right to suspend participants from intramural sports activities as well as from any part of the Campus Recreation facility.

**Multiple Ejections:** Any team that has two (2) players (the same player twice or two different players) ejected during one game or over the course of the regular season will immediately lose the game in which the second ejection occurred, will be removed from the schedule, and will be ineligible for playoffs. Accordingly, the team captain must also set up a meeting with the Assistant Director in order to ensure the team eligibility for further participation in the Intramural Sports Program.

**Violations of the Intramural Sports Code of Conduct**

The following are possible consequences of unsportsmanlike conduct of intramural sports teams and participants.

**Team Violations:**

1. **Forfeit due to misconduct** - If a team, player, or a combination of the two receives three (3) unsportsmanlike penalties (yellow cards, technical fouls, etc.) in one game the team will forfeit that game.
2. **Intramural sports probation** - Intramural sports probation places a team on a probationary status which would cause a suspension from intramural sports participation for any further unsportsmanlike conduct. The term of probation may be set for a particular sport, for a semester, for a year or forever.
3. **Intramural sports suspension** - Suspension from intramural sports prohibits the suspended organization and its individuals listed on the team roster from participating and spectating in any sports during the period of intramural sports suspension. A period of intramural sports suspension is automatically followed by a period of intramural sports probation of not less than one full year.
4. Teams that are removed due to unsportsmanlike behavior will not receive refunds.
5. Team disciplinary measures include but are not limited to the following:

<table>
<thead>
<tr>
<th>Violation</th>
<th>Penalties</th>
</tr>
</thead>
<tbody>
<tr>
<td>Team Disturbance/Fight (more than one player involved)</td>
<td>Team automatically removed from league and possible referral to CSES. Individual sanctions will also be administered.</td>
</tr>
<tr>
<td>Verbal abuse of the Campus Recreation Staff</td>
<td>Team automatically removed from league and possible referral to</td>
</tr>
<tr>
<td>Violation</td>
<td>Penalties</td>
</tr>
<tr>
<td>-----------------------------------------------</td>
<td>--------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Arguing with an official</td>
<td>1st - Warning</td>
</tr>
<tr>
<td></td>
<td>2nd - Automatic Ejection, Suspension, and One-Year Probation</td>
</tr>
<tr>
<td>Dissent (verbal or by gesture)</td>
<td>1st - Warning</td>
</tr>
<tr>
<td></td>
<td>2nd - Automatic Ejection, Suspension, and One-Year Probation</td>
</tr>
<tr>
<td>Striking or shoving an opponent</td>
<td>Minimum - Automatic Ejection, Suspension, and One-Year Probation</td>
</tr>
<tr>
<td></td>
<td>Maximum - Revocation of intramural sports privileges for at least one year and possible referral to CSES</td>
</tr>
<tr>
<td>Excessive Profanity and Gesturing</td>
<td>1st - Warning</td>
</tr>
<tr>
<td></td>
<td>2nd - Automatic Ejection, Suspension, and One-Year Probation</td>
</tr>
<tr>
<td>Threatening an official</td>
<td>Minimum - Automatic suspension and one-year probation</td>
</tr>
<tr>
<td></td>
<td>Maximum - Revocation of intramural sports privileges for at least one year and possible referral to CSES</td>
</tr>
<tr>
<td>Theft and/or vandalism of IMS Equipment</td>
<td>Automatic suspension for one year from intramural sports participation and referral to CSES</td>
</tr>
</tbody>
</table>

**Appeals**

**Team Sanctions:**

The team captain can only appeal sanctions of more than two (2) games that are put on their team. A written appeal must be submitted via email to the Associate Director, Programs: Shelby Hinkle Smith, shinkles@uvm.edu, within 24 hours of the sanction. The appeal must be in a word document or a pdf document and should include the following:

- Your Name
- Your Team’s Name
- The Sport/Activity and facility that the incident occurred
- A description of the incident (who, what, where, when)
- Grounds for appeal (Why are you appealing?)
- Suggested sanctions based on your involvement

The appeal does not include 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 Sports Office to refer individual(s)/team(s) to the CSES may not be appealed. Appeals will only be considered if violation was believed to be inappropriate due to material errors of fact or the sanction is believed to be too severe for the offense. The Associate Director, Programs: Shelby Hinkle Smith and/or a person designated by the Associate Director, Programs will review the appeal. All appeal decisions are final.

**Individual Violations:**

The disciplinary measures that may be taken in case of individual unsportsmanlike conduct include, but are not limited to, the following:
| Inappropriate actions which violate rules/regulations or threaten others (verbal or physical) | Minimum - Ejection and probation
Maximum - Revocation of intramural sports privileges for at least one year and possible referral to CSES |
| Fighting | Any participant, who in the judgment of the intramural sports staff, engages in any attempt to fight (strikes or engages an opponent in a combative manner, throws a punch, kicks an individual, etc.) immediately before, during or after an intramural sports contest shall be suspended from further participation in the Intramural Sports Program for at least one year (365 days) and referred to CSES. Those that retaliate against an aggressive act may be subject to the same sanction/penalty as those that engaged in the attempt to fight. |
| Leaving the Bench Area to Participate in an Altercation | Any participant, player, coach or bench personnel who leaves the bench or coaching area to participate in an altercation will be ejected. The penalty is an automatic two game suspension. In all cases, the Intramural Sports Handbook's policies on "Fighting," "Fighting with Intramural Sports/Campus Recreation Staff" and "Team Disturbances" will take precedence. |
| Fighting (Physical Conduct) with Intramural Sports/Campus Recreation Staff | Any participant who attempts an aggressive act towards an intramural sports or Campus Recreation staff member will be banned from all Intramural Sports participation for a period of five years and referred to CSES. |
| UVM Police officers are summoned/requested to respond | A full semester suspension and one year probation will be added to the player's reinstatement process. |
| Falsification of Identification/Information | Minimum – Season suspension and possible referral to CSES
Maximum - Revocation of intramural sports privileges for at least one year and referral to CSES |

**Appeals for Individual Sanctions:**

The individual can only appeal sanctions of more than two (2) games. A written appeal must be submitted via email to the Associate Director, Programs: Shelby Hinkle Smith, shinkles@uvm.edu, within 24 hours of the sanction. The appeal must be in a word document or a pdf document and should include the following:

- Your Name
- Your Team’s Name
- The Sport/Activity and facility that the incident occurred
- A description of the incident (who, what, where, when)
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**Sportsmanship Recognition Award**

In an effort to promote sportsmanship with all program participants, the Intramural Sports Program has re-instituted the “Sportsmanship Recognition Award.” This award is given to the top three (3) teams each semester that display outstanding sportsmanship during the course of an intramural season. Award winners will receive a prize and have their exceptional sportsmanship story shared on Campus Recreation social media and video boards.