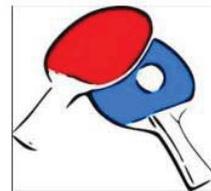
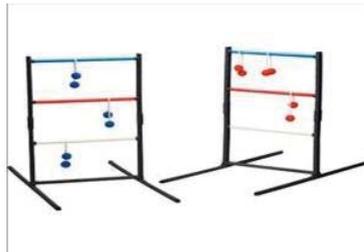
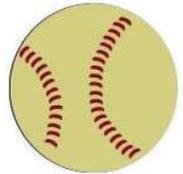


UNIVERSITY OF
Nebraska
NCTA

Intramural Sports Manual



Student Activities Mission Statement

Student Activities is a member of the Division of Student Services. Student Activities joins in partnership with the Nebraska College of Technical Agriculture to improve the quality of life for students, faculty, staff, by providing desired recreational programs and services.

To accomplish this mission, Student Activities:

- provides diversity in programming & employment opportunities to meet the changing needs and interests of users;
- maintains safe, well supervised programs to ensure opportunity for participation by all;
- promotes the development of knowledge, interests and behaviors that lead to a healthy lifestyle.

Intramural Sports Program

The Intramural Sports Program offers NCTA students faculty, and staff the opportunity to actively participate in sports by providing an arena in which participants can compete against one another in a safe, friendly environment. It is our goal to provide at least one activity during the school year that appeal to every student, a sport for everyone and everyone in a sport. Competition is organized according to the type of activity: team sports, individual sports, dual sports, tournaments, and meets. So get some friends together, and sign up for your favorite sports! Remember, this is your program!

INTEGRITY – The Right Choice

Policies for All Intramural Sports

1. Team captain/representative is to communicate information to the rest of the team
2. Captains are also expected to control their team
3. *Pre-game there will be a captains' meeting and post-game, staff will ask you to sign score sheet*
4. In the event that the Activities Office needs to communicate with your team, the listed captain will be the primary contact and is expected to communicate any necessary information to teammates
5. Do not call the Activities Office for schedule information as it will not be given over the phone. All schedules will be posted on <http://ncta.unl.edu/web/ncta/intramurals> and by the Residence Life Office (Aggie West). If there are any changes to the schedule, the IM Office will contact the team captain.
6. All jewelry must be removed except for medical alert bracelets
7. No hats except in softball
8. Bandanas will not be allowed during Intramural play
9. No hard braces or casts. Any cast or brace will be inspected by an IM Supervisor and determined if it is safe to play or not
10. All players must be current student/faculty/staff, your team will be removed from competition if an illegal player is on your team
11. No insurance provided. NCTA Intramurals is not responsible for any injury endured while participating in Intramural activity
12. Players may only participate on one team
13. If a team wishes to add players to their team, they may do so by adding them by noon on the day their team plays. Additionally, the last day for add-ons is the last day of the regular season before playoffs.
14. Any player that is ejected must meet with the Activities Coordinator, Matt Allbright, before their next scheduled game. Anyone who fails to do this will be deemed an illegal player. It is up to the ejected player to setup the meeting. Call 367-5247
15. All players must bring a photo ID and show them to staff/scorekeeper before each game
16. Be ready to play at your scheduled game time. If your team does not have the minimum number of players present five minutes after the game start time, the game will be forfeited and a zero will be awarded for sportsmanship.
17. If your team cannot play a given night, please call by 12:00pm the day of the game to default. Two defaults are equal to one forfeit. Two forfeits and a team is removed from competition.
18. Participation points will be awarded for registration and participation in events. Complete details can be found on the Intramurals Website (<http://ncta.unl.edu/web/ncta/intramurals>).
19. Teams must have a 2.5 average sportsmanship rating in order to be eligible for playoffs.
20. Any further questions/comments/concerns may be addressed by calling the Activities Coordinator at 367-5247 or by emailing nctaavctivities@unl.edu

Frequently Asked Questions

How much does it cost to play Intramural Sports?

There is no charge to participate in the intramural sports program. There is a fee for damaged intramural sports equipment

What happens if I forfeit more than once?

Any team that receives 2 forfeits in the same season will automatically be dropped from that league and the tournament. This will give us the opportunity to allow teams on the waiting list a chance to play.

How can I add players to my roster after the season begins?

The first week of play teams may sign up any number of individuals at the fields. After the first week, teams may only add up to 2 players to their roster at the game site on their score sheet provided all eligibility criteria are met. Those players will automatically be added to your permanent roster in our office on the next day. This will give teams the opportunity to “pick up” a couple of players when they know that they may be short players.

Is Intramural Sports hiring any new employees?

We offer flexible scheduling, a fun working environment, and an opportunity to still play in that league. Intramural pay rates start at \$7.25 Apply at the Residence Life/Activities Office in Aggie West and plan on attending our Officials’ Clinic for more information.

How else can I find information on Intramural Sports at NCTA?

As always, schedules and brackets are posted online at <http://ncta.unl.edu/web/ncta/intramurals> as well as the bulletin boards around campus. Information includes: upcoming sports, entry deadlines, playoff meeting times/dates, and much more. This is a great resource for anyone interested in the program. Be sure and sign up today at <http://ncta.unl.edu/web/ncta/intramurals>.

2012-2013 Intramural Sports Policies and Guidelines

A. ELIGIBILITY

1. All currently enrolled NCTA students and currently employed campus faculty and staff are eligible to participate in all Intramural Sports Activities.
2. A player may play with only one team per sport
3. For eligibility purposes, a player is considered a member of the first team on which the player participates within each sport. If a participant is found to have played on more than one team in a sport, forfeits, suspensions and/or expulsions could result for all parties involved (individual and/or teams).
4. Players must be listed on a team roster before they may play with that team. Players may be added to the roster, during Activities Office hours and before the team's last regular season game. A team cannot make changes to its roster after the completion of their last regular season game unless prior approval has been granted by the Activities Coordinator.
5. Any player found to be playing under an assumed name will be barred from all Intramural Sports competition and may be reinstated only after favorable official action of the Activities Coordinator.
6. Players, and/or spectators ejected from any Intramural contest for any reason are banned from all Intramural Activities until officially reinstated by the Intramural Staff. Please refer to "Disciplinary /Reinstatement Procedures".
7. The Intramural Staff has the right to suspend any team and/or organization that willfully use ineligible player(s). Team Captains are responsible for knowing the eligibility status of their players. Activities staff members, officials and Supervisors are authorized to report cases of ineligible players competing illegally for more than one team within a division, or any other inequities at any time. **Teams may not play ineligible persons even by mutual agreement of team managers and other players on the team, unless they declare a forfeit at the beginning of the game!**
8. During league play, all contests in which an ineligible player participated shall be recorded as a forfeit win for the opposing team. During tournament play, the last contest in which an ineligible player participated shall be recorded as a forfeit win for the opposing team.
9. ID check – Photo ID's will be checked before every Intramural contest. When signing the score sheet before a contest, participants will be asked to provide their NU ID number. Before the game begins, Intramural staff (officials/supervisors) will check each NUID name against those on the score sheet. Those without the proper ID will not be allowed to play.
NOTE: This process will take place before each game.

C. BLOCK SCHEDULES

1. Most leagues will be scheduled with four or six-team blocks by instant scheduling meaning the block times will be set and teams can register themselves for the times that they wish on a first come first serve basis. After a round-robin regular season of three games within each block, all teams that are currently eligible to participate in tournament play will be placed in a single elimination tournament. Under this format, teams should play a minimum of four games per sport and have an equal opportunity to advance in the playoffs.
2. Tournament games are not always scheduled at the same times that your team(s) played during the regular season. Teams should expect to play at different times during tournaments. The Intramural Sports Office will not reschedule any playoff contests during the opening rounds of the tournament due to a limited facility and staffing window. All rescheduling requests will be handled on a case by case basis by the Intramural Office.
3. Rosters are “frozen” after a team’s last regular season game. Additions must be made before the last game in order for player(s) to be eligible. The Activities Coordinator may make exceptions on a case by case basis.
4. 4. Block Schedules are posted on the bulletin boards in the ASRFC and the Intramural Sports website <http://ncta.unl.edu/web/ncta/intramurals>. Please utilize the website as it will contain the most up to date information. Tournament brackets will also be posted on these bulletin boards following the Playoff Captain’s Meeting when available. Intramural Sports Staff will not relay any scheduling information over the telephone.
5. Any team interested in changing a scheduled game must contact the Intramural Sports office by phone or by email. If there is time and space for the game to be rescheduled, the staff will then contact the opposing manager to see if the time change works for their team. Facility space is limited. Therefore, all change requests may not be granted. Final decisions on game changes lie with the Intramural Staff. Requests must be received at least 24 hours prior to the scheduled contest.

D. CAPTAIN'S MEETINGS

1. For all major team sports, there will be a mandatory Manager's Meeting after the completion of online registration. All rosters and schedules will be distributed at this meeting. Also Intramural staff will discuss all IM policies and procedures as well as rules for the respective sport. Failure to attend this meeting will result in the team being awarded a forfeit and will have to pay the \$10 forfeit fee before their first regular season game. This forfeit will not count towards the two forfeits during a league season however if the fee is not paid prior to the first contest the team may be dropped from the league in favor of a waitlist team.
2. We also have Playoff Manager's Meetings. At this meeting overtime procedures will be discussed and the playoffs will be scheduled. Playoffs will be scheduled using a "draw" procedure. Teams with the best record will place themselves in the bracket first (times/dates already filled in) and on down the line until all teams have placed themselves in the bracket. This is also a mandatory meeting for all teams so that you may schedule yourself in the playoffs. Times and dates for this meeting will be announced once we get closer to the end of the regular season for each sport. Failure to attend this meeting will mean that your team will be assigned a time to play on the bracket and may result in a team being dropped from the bracket.

E. SCHEDULING

1. Sign-up by going online to www.imleagues.com/NCTA/Registration.
2. Attend the MANDATORY Captain's Meeting for your sport. At this meeting we will distribute rosters that have been submitted for each team as well as go over sport rules and intramural policies and procedures. **Failure to attend this meeting will result in the team being awarded a forfeit.**
3. It is suggested that an individual only manage one team per sport. Many organizations elect or appoint Intramural chairs to help keep them current on Intramural events. If this is the case, the chair should be noted as the co-manager on the roster of teams he/she is not playing on. Because the Manager must be listed on the roster and there are limitations on how many teams one person can play on, listing the chair as the co-manager will allow us to keep the contact with the chair.
4. The week's playing schedules will be posted outside the Activities Office on the Friday prior to playing. The team captain will be responsible for initialing the playing schedule located by the Activities Office. Failure to initial by noon on the day your team is supposed to play will result in a forfeit.

F. FORFEITS/DEFAULTS

1. Game time is forfeit time! No Exceptions unless cleared by the Activities Coordinator prior to the contest! Please have your team present, signed up, and ready to play by game time. This includes having the required number of participants at the site, completing the score sheet and having jerseys and/or equipment checked out as needed. Forfeited contests will not be rescheduled. The Activities Office recommends that teams arrive at least 15 minutes prior to their scheduled contest to ensure all team members are present and signed in at game time.
2. Any team knowing in advance that they will not be able to play a scheduled contest is provided the opportunity to default that contest.
3. In order for a contest to be considered a default, the team must contact the Activities Coordinator by noon of the scheduled game time via phone at 367-5247 or email at nctaactivities@unl.edu. Weekend requests must be submitted by noon on the Friday preceding the game.
4. A team that defaults will receive a loss for that game but will remain eligible for the post-season tournament provided that is not their second forfeited contest.

G. PROTESTS

1. Protests may be lodged for rules interpretation, application, or player eligibility. Under no circumstances will protests on officials' judgments be accepted. They also must be lodged before the next live-ball.
2. To register a protest the team captain must call a time-out and inform the official of their intent to protest. If after resolving the protest the official upholds the protest, the protesting team will get their time-out back. If the protest is denied, the time-out will be charged to the team. A team may still protest with no time-outs remaining, if the protest is not upheld the team will be charged the a delay of game for that sport (i.e. technical foul, unsportsmanlike conduct, yellow card-for unnecessary delay).
3. No protest will be accepted for consideration unless it is first registered with the official(s) in charge of the contest at the time the prompting incident occurs. Do not wait until the contest is completed to register a protest. The official(s) in charge of the contest will notify both parties whenever any protest has been lodged.
4. All protests will then be brought to the Intramural Supervisor's attention. He or she will make a ruling at that time. All protest decisions concerning rule interpretation and application made at the game site will be final!

5. If a protest concerning player eligibility remains unresolved, the Staff will then note the game conditions at the time of the protest and the contest will continue. The protesting team must then submit in writing a formal Protest Form. All forms must be received by Noon of the next working day. Forms must be submitted to the Activities Coordinator in Aggie West.
6. Protests may be lodged for suspected player ineligibility. These protests may be made at any time during a particular sport. But, in order for the protest to affect the outcome of the game in question, the protest must be made prior to the beginning of the game. Eligibility protests will not affect prior games.
7. Upon receipt of protest, the Intramural Staff will contact all parties involved. After compiling all necessary information, a decision will be made and all parties will be informed. The decision of the Intramural Staff is final.

H. DISCIPLINARY/REINSTATEMENT PROCEDURES (See also: Sportsmanship Rating System following the Policies and Guidelines)

1. Contest participants or spectators who choose to follow unsportsmanlike practices before, during, or after a contest, whether directed toward an opponent, an official, a spectator, or an Intramural Sports staff member, may be ejected from that contest. The contest official, a supervisor or a staff member may administer the ejection at any point during the contest.
2. A participant ejected from a contest must leave the playing site immediately after providing their contact information and must be out of sight and out of sound. The player(s) is/are automatically banned from all Intramural Sports activity until official reinstatement. No individual will be reinstated without first meeting with the Activities or an appointed staff member (i.e. no self-imposed penalties). It is the responsibility of the ejected player to contact the Intramural Director and set up a meeting time! The Activities Coordinator will determine the period of any suspension after hearing all parties involved. If the player's information was not received, it is the captain's responsibility to provide that information failure to do so may result in a forfeiture of the contest and a possible suspension of the team. A player receiving two unsportsmanlike penalties in football, two unsportsmanlike technical fouls or one flagrant foul in basketball, two yellow cards or one red card in soccer and volleyball, will be considered to be ejected from that contest.
3. If the reinstatement meeting is not scheduled or completed with-in a 48 hour period, the ejected participant will be withheld from participating in any Intramural Activity.

4. Appeals on disciplinary rulings may be made in writing to the Activities Coordinator within 48 hours of the original discipline meeting. The Activities Coordinator will determine in what fashion he/she will hear the appeal, in accordance with standard university policies.
5. Each Captain is responsible for the conduct of the individual members of his or her team and spectators. The Manager and/or team may be liable to suspension for the actions of his or her team and spectators. Please refer to the Sportsmanship Policy following these policies and procedures.
6. A game will be automatically stopped in the event that team members enter the playing field without the consent of the Intramural Sports staff. Penalties include automatic forfeit, an unacceptable sportsmanship rating, and a possible season ending sportsmanship rating.
7. The Intramural Staff may suspend play during a contest at any time due to unsportsmanlike events. When a contest is stopped due to the unsportsmanlike actions of one team, the contest will be recorded as a forfeit win for the opposing team. When a contest is stopped due to the unsportsmanlike actions of both teams, the contest will be recorded as a forfeit loss for both teams. Further disciplinary actions against individual(s) and/or the team(s) may result from the unsportsmanlike behavior.
8. A player receiving two yellow card offenses (i.e. two unsportsmanlike penalties in flag football) in a league season will be suspended following the second offense until a discipline hearing takes place with the Activities Coordinator.

I. AWARDS

1. Winners of each sports will receive small trophies per team member on the official roster up to a maximum of one and a half the number of players required to start play for that particular sport.

J. INDIVIDUAL / DUAL SPORTS & TOURNAMENTS

1. Some sports are offered throughout the year on an individual/dual, meet, or tournament basis. Singles, and Doubles tournaments are available in a variety of sports. Entry for individual/dual sports, tournaments, and meets will be accepted during a 4-day open entry process. Entries for these events will be available at the Activities Office in Aggie West.

K. INCLEMENT WEATHER

1. In case of inclement weather, the Intramural Staff will determine whether or not to play by 3:00 PM, Monday through Friday. If a decision has not been made by the designated times, all decisions will be made by the Intramural Supervisor on duty at the playing site. Games stopped at the game site due to lightning will not start until 30 minutes after the last strike.
2. Information concerning cancellation and postponement can be obtained by calling **367-5247**.
3. Every effort will be made to reschedule cancelled games. However, facility space and time may be limited. Therefore, at times, it may be impossible to reschedule games. Under extreme circumstances, refunds will be given to affected teams. Rescheduled games will be posted in a timely manner (usually 1-2 days). Please check the Intramural boards for your times. Due to facility and time restraints, rescheduled games may not be scheduled for the day of the week that your games are normally scheduled.

L. PROGRAM SUPERVISION

1. The Activities Coordinator will supervise all Intramural Sports. The Intramural Officials have been instructed in Intramural policies, rules of play and have been certified in CPR. They will be of assistance to any participants who seek help.
2. If there are problems that cannot be handled by the Intramural Officials, the Activities Coordinator should be contacted.

M. PARKING

1. When using the Activity Field please park in the lot south of the Student Union or on the street east of the field.
2. When parking at the Softball Fields at Mill Park, please park behind the seats
3. All parking on the NCTA Campus requires a parking permit 24hrs per day.

N. SAFETY

1. The University of Nebraska College of Technical Agriculture strive to conduct all activities in the most prudent manner possible. However, due to the inherent risk of accident or injury in any activity, it is the responsibility of each participant to be aware that there are assumed risks involved in participation. The Intramural Staff and the Office of Residence Life and Student Activities assumes no responsibility for injuries received during Intramural Activities. Participants are reminded that their participation is entirely voluntary.
2. It is strongly recommended that participants have satisfactory health status and accident insurance coverage to cover any injury that may occur.
3. Every program is designed to minimize the possibility of personal injury to the participants. All rules and policies have been carefully designed to fit the participants and the environment in which the activity is conducted. In addition, facilities are prepared to provide the highest level of safety possible.
4. To ensure the safety of the individual, other participants, staff, and spectators, any participant who is believed to be under the influence of alcoholic beverages or drugs will not be permitted to participate or remain on University property. Teams or spectators consuming alcohol and/or drugs or who have consumed alcohol and/or drugs before a contest will risk forfeiture of the game, being expelled from further play, and having further action taken against them through the appropriate university channels. Activity will cease without complete compliance.
5. All equipment and/or facilities damaged or misplaced by participants are the responsibility of the team and/or individuals involved. The Assistant Director may charge replacement costs to the violating parties.
6. Due to safety concerns, participants must remove **all** jewelry prior to competing. This includes but is not limited to the following: earrings, nose rings, piercings, necklaces (including hemp), bracelets, rings, sunglasses, hats (stocking cap is ok), and bandanas. Glasses used for corrective purposes may be worn.
7. All students are expected to follow the "Student Code of Conduct" at all times during Intramural participation. These policies are outlined in the NCTA Student Handbook.
8. No Dogs will be allowed on Intramural playing sites.

SPORTSMANSHIP RATING SYSTEM

At the completion of each game the game officials and the Intramural Game Monitor present will evaluate your team and assign a Sportsmanship Rating. The Rating Scale will be: 4, 3, 2, 1, and 0. Outstanding sportsmanship will earn a team a 4 rating for that contest. Good sportsmanship will earn a team a 3 rating. Poor sportsmanship will result in a rating of 2, 1 or 0 depending on the level of sportsmanship. ***Conduct will be evaluated before, during and after the contest and will include players, bench personnel and spectators.***

IMPORTANT: All teams will start the game with a Sportsmanship Rating of a 3. A team must *earn* a rating of 4.

4 - Outstanding Sportsmanship & Conduct: All players cooperate fully with staff, officials and the opposing team throughout the course of competition. The captain respectfully converses with staff and officials when needed and has full control of his/her team. Captain and team members go 'above and beyond' to exhibit good sportsmanship

3- Good Sportsmanship and Conduct: Team members are in control throughout the contest. Sportsmanship and actions of team members are at acceptable levels. Team does not show any aggressive dissent towards staff or opposing team. No sportsmanship related disciplinary action is taken against any team member.

2 – Below Average Sportsmanship & Conduct: Limited verbal dissent towards officials, staff and/or opponents that may or may not result in a yellow card. Teams that receive a sportsmanship-related yellow card will earn no higher than a 2 rating for that contest. (See note below for definition of sportsmanship-related yellow card)

1 – Poor Sportsmanship & Conduct: Team members continually exhibit dissent towards officials, staff and/or opponents either on or off the playing field/court and/or sidelines. The team captain shows little control over the actions of his/her teammates or him/herself. Teams that receive multiple sportsmanship-related yellow cards or a red card (or 2 or more yellow cards that result in an ejection) would earn no higher than a 1 rating for that contest.

0 – Unacceptable Sportsmanship & Conduct: The team is completely uncooperative, out of control or shows no respect for staff and/or opponents. The team captain shows no control over the actions of his/her teammates or him/herself. Any team that receives multiple red cards will earn no higher than a 0 rating for that contest. The Manager of the team must also meet with the Intramural Director before the next contest and the team may face disqualification from the remainder of the season.

NOTE: Yellow card = Technical Foul in Basketball; Unsportsmanlike Conduct penalty in Flag Football, etc.

Special Situations

The following situations will result in the following scores being assigned:

Game not played nor rescheduled due to inclement weather or poor field conditions- **No score**

Team winning by forfeit or default- **4**

Team losing by default- **3**

Team losing by forfeit due to no show, lack of players or ineligible players- **2**

Unsportsmanlike behavior and forfeiture of game

Any team that receives 3 unsportsmanlike fouls/yellow cards during a single contest will forfeit the match to its opponent.

NOTE: Repeated display of "poor sportsmanship" (players from the same team repeatedly receiving "yellow cards" and "red cards") will result in the team being ruled ineligible for participation and possible referral to the Vice Provost for Student Success office for further discipline consideration.

Review of Sportsmanship Grades

It is the manager's right and responsibility to view his/her team's Sportsmanship Rating after each contest. The game staff will be able to provide the captain with this information immediately after the contest. A team may appeal a rating by writing a letter containing all relevant information to the Program Staff. This letter must be submitted to the Intramural Sports Office by 12:00 noon the day following the game in question. **NO APPEALS** will be heard after that time.

Playoff Eligibility

A team must have a minimum cumulative 2.5 Sportsmanship Rating during the regular season to be eligible for the playoffs.

To reward the teams that consistently exhibit good sportsmanship, teams that achieve a 4 sportsmanship rating in all scheduled league games will be "bumped up" one level in the playoff draw. *This will be explained further at the respective manager's meetings.*

Playoff/Tournament Sportsmanship

Any team receiving a 2 rating during playoffs/tournaments that wins a game must meet with the Activities coordinator prior to their next game. Failure to do so will lead to their dismissal from the playoffs/tournament. Any team receiving a 1 rating for a playoff/tournament game will be eliminated from competition.

NOTE: This means ANY ejection means the game is over and the team with the ejected player loses regardless of the score at the time of the ejection. If an ejection occurs after or before the game is played, it is still treated in the same manner.