

The University of Texas at San Antonio  
Department of Campus Recreation  
**UTSA INTRAMURAL SPORTS**  
**PARTICIPANT'S HANDBOOK**



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## SECTION 1

### A. Purpose

The mission of the Department of Campus Recreation at The University of Texas at San Antonio is to provide a wide variety of opportunities, to enhance the educational and recreational experiences, for a diverse University community. We are committed to excellence, by offering services, which stimulate a fun, healthy and safe environment, in which participants may enhance their quality of life.

### B. Program

Intramural Sports competition is offered in team, individual and dual sports, for men, women and co-rec teams. Competition is provided in the form of leagues, tournaments and special events. The programs offered are selected based on student interest and the availability of resources and facilities.

### C. Bobbie Walker Recreational Sports Athletes of the Year

Each April, the Intramural Sports Staff selects one male athlete and one female athlete, who characterize the ideals of leadership and good sportsmanship in intramural competition. The award is presented at the University Life Awards banquet. Bobbie Walker was the Vice President of Student Affairs at UTSA, 1985-99. Dr. Walker began her career in Student Affairs in the field of Recreational Sports.

## SECTION 2

### A. Eligibility Requirements

The following groups are eligible for participation in UTSA Intramurals

- UTSA currently enrolled students with a minimum of one credit hour at any UTSA campus.
- UTSA faculty and staff at all campuses and offices with paid membership

### B. Eligibility for Competition in Special Divisions

<b>Open Division</b>	Representatives from any of the above named eligibility groups.
<b>Fraternity/Sorority Division</b>	Only active student members and current pledges of UTSA-recognized fraternity, sorority or honor society groups, as determined by the Student Activities Office. (No Faculty/Staff Members Allowed)
<b>Residence Hall Division</b>	Only students, faculty or staff living in Chisholm Hall, Chaparral Village, Laurel Village or University Oaks Apartments. Residence will be verified by housing staff.
<b>Men's Division</b>	All team members must be male.
<b>Women's Division</b>	All team members must be female.
<b>Co-Rec Division</b>	Team rosters must consist of both male and female players.

## SECTION 3

### A. Entry Procedures

All entries, team and individual, must be submitted to the Intramural Sports Office prior to the entry deadline. Entries are submitted via the Internet, from the Intramural Sports section of the Campus

Recreation website. (<http://www.utsa.edu/recreation/intramurals/registration.html>). For online entry failures, please email [intramurals@utsa.edu](mailto:intramurals@utsa.edu) to register your team. Registration must take place during the dates indicated on the schedule page of the web site, which can be found at [http://www.utsa.edu/recreation/intramurals/semester\\_schedule.html](http://www.utsa.edu/recreation/intramurals/semester_schedule.html).

### **Captain's Meetings**

For team sports, captains are to attend the captains' meeting prior to the beginning of each team sport. There, the captains will learn about the general rules for the sport, Campus Recreation Policies and Procedures and other necessary information. Based on order of receipt of registration, teams may then choose their days and times of play at the meeting. Teams not at the meeting will be placed in our schedules based on any open spots available. Team schedules will then be posted on the IM website after a certain time frame which will be determined at the captains' meeting.

### **B. Rosters**

- Team sport rosters may have a maximum of twice as many players as it takes to field a team, with an exception to softball, which will have a maximum of fifteen players on a roster.
- Rosters are not required before play. Your roster will be created on site, on game night. To be placed on a roster, one must fill out their first and last name, their Banner ID number, the date and sign the form. IM Supervisors will assist you with the form. You MUST have your UTSA ID Card with you at the game site for visual verification by the IM Staff.
- Rosters are frozen on the last day of regular season competition for league sports and after the second game for tournament sports.
- Teams can add players to their roster by speaking with the Intramural Sports Supervisor on duty before their second tournament or regular season game begins.

### **C. General Participation Guidelines**

- Individuals may participate on one team of his/her gender and one co-rec team per sport.
  - Penalty for playing for a 2<sup>nd</sup> team outside of the guideline stated above:
    - Player in violation of the rule is, at minimum, suspended from that sport for the semester.
- An individual must have competed in at least one regular season contest to be eligible for playoff competition.
- Individuals currently on an intercollegiate sports roster or attending UTSA on an athletic scholarship are not eligible to compete in that sport or a similar sport, in Intramural Sports play. (For example: intercollegiate baseball players are not eligible for the softball league.)
- Intercollegiate Athletes, who stop competing, will not be eligible for Intramural Sports until 1 calendar year from the day they stop intercollegiate play or are no longer affiliated with their team or scholarship, whichever occurs later.
- Teams may not have more than 2 club sports players on their roster in that particular sport. (For example 2 club soccer players on an indoor soccer team).
- Current professional athletes may NOT play in intramural activities.
- Teams may only have 1 player on their roster with previous professional experience in that particular sport, but must have ended their professional association for a period of one year.
- Teams with ex-varsity athletes, club players and ex-professional athletes (in associated sport) must play in the "A" division in their associated sport. For example, a former athlete in baseball may play in "B" basketball, but may not play in "B" softball.
- **Please review Ineligible Player guidelines listed under Discipline and Illegal Player sections.**

### **D. League Structure**

Intramural sports normally run during the following times\*\*:

Sunday - Thursday: 5:30pm – 10:30pm

\*\*These times are subject to change. Intramural Sports reserves the right, due to facility or time constraints, to reduce the number of teams involved in post-season play or change the format of the tournament. Special weekend tournaments would not fall under this category.

- League Sports
  1. All league sports will consist of a 4 or 5 team league playing 4 games in a maximum 5 week season.
  2. Playoffs
    - Teams must finish .500 or above in order to advance to playoffs
    - Teams must have no forfeits in the regular season
    - Teams may have 1 (one) default during the regular season
    - Teams must have an average sportsmanship grade of 3.0 (B) or higher in order to advance.
    - Teams must attend a playoff captains' meeting
      - Failure to attend playoff meeting will subject the team to having to have an "A" in sportsmanship after every playoff game in order to advance to next round
      - Attendance of the playoff meeting will subject the team to having to have a "B" in sportsmanship after every playoff game in order to advance to next round
      - Teams that receive a "C" or less in sportsmanship in a playoff game will be eliminated from the tournament
  3. Leagues and playoffs will be offered in the following divisions:
    - Men's A
    - Men's B
    - Women's
    - Fraternity
    - Sorority
    - Residence Hall
    - Co-Rec

All division champions will win an Intramural Champion T-Shirt (for players only) and will have their team picture taken after the championship game to be placed on the IM web site.

4. All-University Playoffs:  
Champions in multiple gender based divisions will compete for the All-University Championship. Divisions will be broken down as follows:

Men's:  
Men's A vs. Residence Hall  
Men's B vs. Fraternity  
Winners to face off in All-University Championship Game.

Women's:  
Women's vs. Sorority

Co-Rec:  
The playoffs for Co-Rec will serve as the All-University Championship.

5. Bid to Tournaments:  
Teams or individuals are eligible, not guaranteed, to receive a paid bid to a Regional or National Tournament in the following sports:
  - Men's & Women's All-University Champions in Flag Football

- Men's & Women's All-University Champions in Basketball (for Spring 2009 teams must compete and win in the 2009 Brandon Vaughn Regional Qualifier Basketball Tournament February 13-15, 2009)
- Men's & Women's 2-Person Golf Scramble Champions (Fall Only)

Attempts will be made to send All-University Champions to the NIRSA Region IV Tournament above any other tournaments with few exceptions. 2-Person Golf Scramble Champions will be sent to a tournament within the state of Texas only.

Teams must exhibit acceptable sportsmanship throughout the entire regular season and playoffs in order to go. Teams must agree to roster limits and minimal roster changes. Participants must also agree to pay a nominal fee in order to attend the tournament. Campus Recreation will pay the costs of team registration, transportation to and from the tournament and hotel stay for the team. Teams must complete travel paperwork in order to attend the tournament. The paperwork will be completed immediately following the conclusion of the All-University Final during a meeting with the Assistant Director.

Teams that win the Regional Tournament are eligible, not guaranteed, to receive funding to attend the NIRSA National Tournament in Flag Football, Basketball and 2-Person Golf Scramble. Campus Recreation will pay the costs of transportation and hotel stays. Teams must agree to all factors listed above and must agree to pay a nominal fee in order to attend the tournament.

Should All-University Champions refuse to go or are unable to go, only the 2<sup>nd</sup> place teams All-University teams will be requested to go.

- Tournament Sports and Individual/Dual Sports
  - Tournament and individual/dual sports will feature one of four different formats
    - Pool Play to playoffs
      - Teams or individuals will be placed in a "pool," play round robin games within the pool and, depending on the format, will advance to the playoffs if:
        - Format A: A team finishes .500 or better and does not forfeit a game
        - Format B: A team is within the top 2 of their pool and does not forfeit a game
        - Format C: A team does not forfeit a game
    - Single Elimination Tournament
      - Teams or individuals will be placed in a bracket and play out the tournament in a single elimination format.
    - Double Elimination Tournament
      - Teams or individuals will be placed in a bracket and play out the tournament in a double elimination format.
    - Special Event format
      - Based on the event, the format will be determined by the type of sport. The format will be determined prior to the event.

## E. Schedules

Team schedules will be posted online at the IM web site:  
[www.utsa.edu/recreation/intramurals/game\\_schedules](http://www.utsa.edu/recreation/intramurals/game_schedules)

## SECTION 4

### A. Point System

The University of Texas at San Antonio intramural point system has been established for stimulation of widespread participation in all phases of intramurals and to offer an incentive beyond the immediate desire to excel in any particular activity. All points earned by a team in any sport count toward the final

All-University point standings. All-University champions will be crowned in both men's and women's residence hall, open, Greek and co-rec leagues. Winning teams or organizations will have their name displayed on a banner in the Recreation Center.

## B. Sport Categories

*For the purpose of earning points the sports will be divided into four categories.*

1. **League Sports:** Team sports involving regular season with playoffs format.
  - Flag Football, Indoor Soccer, Volleyball, Softball, Outdoor Soccer and Basketball
2. **Tournament Sports:** Small team sports and team sport tournaments which may involve pool play and a tournament, a single elimination tournament or a double elimination tournament.
  - Floor Hockey Tournament, 5v5 Basketball Tournament, Ultimate Frisbee Tournament, 1-Pitch Softball Tournament, 3v3 Basketball Tournament, Indoor Soccer Tournament, Ultimate Bowling Tournament, 4v4 Flag Football Tournament, Water Volleyball Tournament, Dodgeball Tournament, Sand Volleyball Tournament and the Track Meet.
3. **Individual/Dual Events:** 2 Person Golf Scramble, Table Tennis, Foosball, Badminton, Disc Golf, Tennis, Dodgeball, 3 Point Contest, Slam Dunk Contest and Racquetball.
4. **Special Events:** Weekly Football Pick Em, Fantasy Football, Rec Rowdy Run, March Madness, Pick Em and Track Meet.

## C. Definitions

1. **Participation Points:** Points earned for entering an event. If any team or individual forfeits from a sport, their organization will lose their entry points for that activity.
2. **Achievement Points:** Points earned for winning a contest.
3. **Intra-Division Playoffs Points:** Points earned from intra-division playoffs tournament final standings.
4. **All-University Championship Points:** Points earned from All-University tournament final standings.

## D. Scoring

	<b>Participation Points</b>	<b>Achievement Points</b>	<b>Intra-Division Play-Off Points</b>	<b>All-University Championship Points</b>
Major Team Sports	100 Points	20 Points/Win	1 <sup>st</sup> = 50 Points 2 <sup>nd</sup> = 35 Points 3 <sup>rd</sup> = 20 Points 4 <sup>th</sup> = 15 Points	1 <sup>st</sup> = 50 Points 2 <sup>nd</sup> = 35 Points 3 <sup>rd</sup> = 20 Points 4 <sup>th</sup> = 15 Points
Minor Team Sports	75 Points	10 Points/Win	1 <sup>st</sup> = 35 Points 2 <sup>nd</sup> = 20 Points 3 <sup>rd</sup> = 10 Points 4 <sup>th</sup> = 5 Points	1 <sup>st</sup> = 35 Points 2 <sup>nd</sup> = 20 Points 3 <sup>rd</sup> = 10 Points 4 <sup>th</sup> = 5 Points
Individual/Dual Sports	10/Participant 10 Max./Team	5 Points/Win	1 <sup>st</sup> = 20 Points 2 <sup>nd</sup> = 15 Points 3 <sup>rd</sup> = 10 Points 4 <sup>th</sup> = 5 Points	1 <sup>st</sup> = 20 Points 2 <sup>nd</sup> = 15 Points 3 <sup>rd</sup> = 10 Points 4 <sup>th</sup> = 5 Points
Special Events	10/Participant 10 Max./Team	No Points	1 <sup>st</sup> = 15 Points 2 <sup>nd</sup> = 10 Points 3 <sup>rd</sup> = 5 Points 4 <sup>th</sup> = 5 Points	1 <sup>st</sup> = 15 Points 2 <sup>nd</sup> = 10 Points 3 <sup>rd</sup> = 5 Points 4 <sup>th</sup> = 5 Points

## E. General Regulations

1. Points are awarded based on participation, achievement and final standings.

2. Special Events will receive participation and final standing points only.
3. Teams only receive participation points if they complete the entire season/tournament without forfeiting.
4. In order to accumulate points throughout the year, teams must play under the same team name in each sport.
5. If a group has more than one team entered in a sport, they will receive participation points for both teams but only achievement and final standing points for the team that goes the farthest.
6. In order to receive points for individual/dual and special events, participants must identify what team they are representing prior to participating.
7. A team or organization will receive points if two (2) or more of its members participate in an individual event or two (2) or more teams participate in a dual event.
8. If any of a team's entrants forfeit in an individual/dual event, the team will not receive participation points.
9. If a team or individual receives a bye in a tournament and wins their first game, they will be credited with a win for the bye round as well.
10. The top 10 finishers per team will receive participation points in individual/dual events
11. Achievement points will only be awarded during pool play and intra-division playoffs.  
Achievement points will not be awarded during the All-University Playoffs.

## F. Example

Team Roadrunners enter flag football and win 3 games during the regular season. They win 1<sup>st</sup> place in the intra-division playoffs by winning 3 games. They then take 2<sup>nd</sup> place in the all-university championship winning 2 games.

Participation Points	1 x 100	=	100
Achievement Points:			
Regular Season	3 x 20	=	60
Intra-Division Playoffs	3 x 20	=	60
All-University			0
Intra-Division Playoffs:			
1 <sup>st</sup> Place Finish		=	50
All-University Championship			
2 <sup>nd</sup> Place Finish		=	35
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Total Points for Flag Football			305

## SECTION 5

### A. Team Sportsmanship Rating

UTSA Campus Recreation's sportsmanship rating policy has been developed to protect the safety and equity of all participants and those affiliated with supervising our events.

- The Team Sportsmanship Rating is an objective means for assessing the behavior of teams through an Intramural Sport season.
- The Intramural staff on duty will grade all teams on their display of sportsmanship before, during and after each game.
- Participating in Intramural Sports is **NOT** a right, it is a privilege. Therefore, the Intramural Sports program reserves the right to take away that privilege from any team or individual that does not abide by the governing rules and regulations, as well as does not exhibit good sportsmanship and fair play.

- Two unsportsmanlike penalties or yellow cards on the same player will result in disqualification from the game. The fourth unsportsmanlike foul or yellow cards (or 2 direct red cards) by the same team results in forfeiture of the game.
- Any player that is ejected for any reason must come in to speak to the Assistant Director of Campus Recreation-Intramural Sports before their next game. That player or team is **not** eligible to play until doing so. Team will forfeit their ensuing game if the ejected player does not meet with the Assistant Director. ***All ejections will warrant a minimum 1 game suspension!***

## B. Sportsmanship Rating Criteria

### **“A” - Good Conduct and Sportsmanship**

Team/fans cooperate fully with the supervisors and officials and show respect for opposing team members. The Team Captain has full control of his/her teammates/fans. If the captain converses with the officials about rule interpretations and calls he/she does so respectfully and calmly. A team winning a game due to a forfeit will receive an “A” sportsmanship rating.

### **“B” - Average Conduct and Sportsmanship**

Team/fans complain about some decisions and or display minor dissent. These complaints may have been voiced verbally or non-verbally toward officials, opposing players or opposing fans. The Team Captain exhibits major control over teammates and him/herself.

### **“C” - Below Average Conduct and Sportsmanship**

Team/fans (on or off the playing area) show continuous or sustained verbal dissent towards officials, supervisors, and/or the opposing team. The Team Captain exhibits minor control over teammates and him/herself. Teams that receive one unsportsmanlike penalty or technical foul during the game will receive no higher than a “C” rating. Each additional unsportsmanlike penalty will result in the grade being lowered by one letter grade.

### **“D” - Poor Conduct and Sportsmanship**

Team/fans complain excessively to officials and/or the opposing team. The Team Captain exhibits little control over teammates and him/herself. Teams that have a player ejected will receive no higher than a “D” rating.

### **“F” - Unacceptable Conduct and Sportsmanship**

Team/fans are completely uncooperative. Team Captain has no control over team, fans and/or him/herself. Teams that have multiple players ejected, receives three unsportsmanlike penalties or cause a game to be forfeited shall receive an “F”. Any team that does not have the required number of players present at the scheduled game time will receive an “F”.

## C. DISCIPLINE

- The team captain of a team that receives a “D” or “F” rating must meet with the Assistant Director of Intramural Sports prior to his/her team’s next game.

If a player is ejected from the game for any reason:

- **Ejected Player consequences:**
  - Team will be automatically deducted two (2) sportsmanship letter grades.
  - Ejected player must leave playing area (out of sight and sound).
  - Ejected player may not participate in any Intramural Sports or activities (including watching), until they have met with the Assistant Director of Intramural Sports, Megan Morris, or have been officially reinstated.
  - Must contact Megan Morris, Assistant Direct of Intramurals, to set up a meeting to determine what action should be taken.
  - It is the responsibility of the ejected player to schedule the reinstatement meeting.
  - Ejected player is ineligible until meeting has taken place.



- Ejected player will face a *minimum* one(1) game suspension from all Intramural activities.
- If necessary, ejected player might be referred to Judicial Affairs for further disciplinary actions, and be suspended indefinitely from Intramural Sports and Campus Recreation participation.
- If the ejected player does not think the Assistant Director of Intramural Sports decision is fair, he/she may appeal by scheduling an appointment with the Associate Director of Campus Recreation. Appeals must be made within 48 business hours of the Assistant Director of Intramural Sports disciplinary decision.
- If the official or supervisor believes it is in the best interest of the program to stop a game, he/she may do so.
- The Intramural Staff reserves the right to indefinitely suspend any participant or team from intramural competition for behavior detrimental to the mission and purpose of Campus Recreation or UTSA.

If a player is found to have played on two teams:

- **Consequences for Playing on Two (2) Teams:**
  - Player will be permitted to play on the first team he/she signed in and played for.
  - Both teams will be notified of the player violation.
  - The second team the player participated with will be deducted one (1) sportsmanship letter grade.
  - Player will receive a *minimum* of one (1) game suspension.

In case of an illegal player found participating on a team:

- **Illegal Player Consequences**
  - Team in violation will receive a loss, and opposing team will receive an automatic win.
  - Both teams will be notified of illegal player violation.
  - Illegal player is not permitted to play any Intramural sports or activities.

An Illegal player consists of a person who is not currently enrolled at UTSA with a minimum of one (1) credit hour.

#### **Faculty/Staff:**

- Must have a Campus Recreation membership in order to participate in Intramural Sports.
- Faculty/Staff must also present their UTSA ID at each game.
- Teams found in violation will be deducted one (1) sportsmanship letter grade for each violation.

## **D. Playoff Sportsmanship**

A team must have a minimum cumulative “B” sportsmanship rating (3.0) during the regular season to be eligible for the playoffs. A team that receives an “F” or more than one “D” rating during the regular season will be allowed in the playoffs if their sportsmanship rating is above 3.0 (B). Once the playoffs begin, all teams **MUST** receive a B or better in each contest to advance further in the playoffs. Any “C”, “D” or “F” received by a team after the regular season will result in disqualification of that team. ***If a team misses the playoff captains’ meeting, the team must have an “A” in each game in order to advance.***

## **E. Special Conditions**

- Teams with contests that are not rescheduled due to weather, university closing, facility problems, power failures, etc. will be granted an A sportsmanship rating for the contest not played.

## SECTION 6

### A. Forfeit/Default Policy

- A Captain may call the IM Staff at 210-458-4174 or 210-458-7566 by 12:00 noon on their game day (*12:00 noon on Friday for Sunday Games*) to obtain a **default** and avoid a forfeit. Defaults may only be obtained via phone prior to the deadlines listed above.
  - a. Teams that forfeit will **not** be eligible for playoffs.
  - b. Teams that have two or more defaults will not be eligible for the playoffs.
- If a team or player fails to report to the scheduled place by game time, the supervisor will declare the game a forfeit.
- If both teams fail to report, the game will be scored as a double forfeit.
- In order to receive a win by forfeit, the team must have at least the minimum number in the lineup present and ready to play at game time.
- **Forfeit Procedure:** Any team not ready to play at game time shall be penalized in the following manner. Teams will be allotted a five (5) minute grace period. Every minute team is late will result in a point consequence specified in each sport rule handbook.  
(Ex- 5 minutes after game time – the game is forfeited, 10-0, to the team ready to play.)
- A team will be charged with a forfeit if an ineligible player is found to have checked-in to play or participated in an official contest.
- If a team or teams playing engage in a fight, one or both teams will be forfeited and removed from the league. Decisions on whether or not a fight took place will be made by the IM Staff in charge. Their decision will be final.

### B. Protests

- Official protests are made in writing and presented to the Assistant Director of Intramural Sports by 5pm of the next business day.
- A duplicate copy of the protest will be sent to the captain of the opposing team.
- Protests will not be accepted for consideration unless it is registered with the Supervisor of the contest, at the time of the protested infraction. The officials and supervisor are responsible for noting the game situation, so the protest is duly registered.
- Officials' judgment calls are not a basis for protest. Protests should be limited to the misapplication of rules or player eligibility.
- The Assistant Director will meet with the officials and the participants, prior to making a decision. The Assistant Director's decision may be appealed to the Associate Director of Campus Recreation within 24 business hours of the Assistant Director's decision. If the protest is upheld, only the time remaining after the protest situation will be replayed.

### C. Ineligible Players

- If a team plays an ineligible player, the game will result in the offending team being dealt a loss and a C in sportsmanship for the first offense. A second offense by the same team will result in being eliminated from the league (**updated September 26, 2007**). In the case of ineligible player participation, a protest may be filed at any time. It has to be filed within 72-hours of the contest.
- The Campus Recreation Staff may forfeit a game in the case of an ineligible player, without the opposing team filing an official protest at any time.
- If a game has not started and a team is notified that they are about to play with an ineligible player, the game may be played with the player in question who has checked-in being removed.
  - The team will receive a minimum one letter grade deduction from their sportsmanship grade only if the player is found to have been ineligible and that player does not play.

- If team refuses to play without the player in question, the game will be forfeited.
- If an ineligible player is found to have participated in an intramural sports contest, he/she will be suspended from all IM contests for a minimum of one semester and the captain may be suspended from all IM contests for the remainder for the semester or 3 months whichever is greater.
- Ineligible players include: individuals playing under an assumed name, playing without a UTSA ID card, playing with someone else's UTSA ID card, allowing someone else to use your UTSA ID card, individuals playing on two or more teams within same league and those who do not meet eligibility requirements stated in Section 2.

## **D. Inclement Weather Policy**

The Campus Recreation staff will make decisions concerning postponement of games due to bad weather by 4:00pm on Monday – Thursday and 2:00 p.m. on Sundays. Call the Recreation Hotline, 458-PLAY, for information on the day's schedule and the make-up date, if the game is postponed. In individual sport contests, the participants will make their own decision.

- Rainouts and Cancellations
  - Regular Season
    - Regular season games that are canceled due to weather or university closings will NOT be rescheduled. All teams affected by the cancellations will receive wins and an "A" in sportsmanship.
  - Playoff Games
    - All playoff games will be rescheduled if games are postponed due to weather or university closings.

## **E. Health, Injuries and Insurance**

Since participation in the intramural program is completely voluntary, The University of Texas System, The University of Texas at San Antonio nor the UTSA Campus Recreation staff will accept responsibility for injuries sustained while participating in scheduled Intramural Sports contests, in the Rec Center, the Recreational Fields or the general recreation area. Participants are required to sign a release form prior to the beginning of each new activity. For tournament or league sports, the waiver will be signed at your first game. Participants are encouraged to have the approval of their personal physician prior to competition. Campus Recreation does not supply medical accessories except in emergency situations.

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### **Intramural Coordinators**

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