



# Dartmouth College Intramural Sports

## Policies and Procedures

*The purpose of the Policies and Procedures Handbook is to ensure equitable and enjoyable participation for all participants.*

### General Overview

#### Welcome to Intramural Sports!

The goal of the intramural sports program is to offer a variety of activities for all skill levels established in an inviting, positive, fun, fair and safe environment. These programs will provide various structured sport opportunities to satisfy as many skill levels as possible. Participation opportunities for men's women's and co-recreational play are provided. Contests, meets, leagues and tournaments will be offered in various formats.

#### Participant Responsibilities

Schedule, registration dates and other pertinent information will be posted on the intramural webpage. It is the team captain's and/or individual's responsibility to check the webpage for upcoming events and schedule changes. Teams, including all captains, participants and fans and spectators of the teams are responsible for following the policy and procedures as written in this handbook. If you have questions about policies and/or clarification, please contact the Intramural Sports office. Lack of policy knowledge will not be a viable excuse for violations.

#### Valid Dartmouth ID Required to Play

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

### Registration and Free Agency

#### Registering a Team

All intramural participants will need to create an account on [IMLeagues.com/Dartmouth](http://IMLeagues.com/Dartmouth). IMLeagues offers a live support button on the right side of all pages. Please use this button if you encounter any difficulties. See **ADDENDUM** for additional IMLeagues.com instructions.

### Registering Individual Players

Captains can invite team members to their team by clicking on “Invite Members” link on the team page on IMLeagues. Any invited team members must accept the invitation to join your team. All intramural participants will need to create an account on IMLeagues.com to participate in intramural sports at Dartmouth College. Captains are reminded to inform all players of this well in advance of the season to ensure that players can be added to the roster properly. Players not listed on the roster by playoffs will be ineligible for participation as rosters are locked in the playoffs.

### Individual and Team Registration

Space may be limited for some leagues or events. Individual and team registrations will be accepted on a first-come-first-serve basis. Before you can participate you must pay your IM membership fee if you haven't already for the term/academic year.

Appropriate team names must be selected by each team captain. In the event a team captain submits an inappropriate name, they will be contacted to change their team name and will remain on the waitlist until the team name is deemed appropriate. The Intramural Sports program reserves the right to filter any team name that is vulgar, offensive, derogatory, or otherwise deemed inappropriate.

### IMLeague Membership

In order to participate in intramural sports, you will need to create a profile on [imleagues.com/dartmouth](http://imleagues.com/dartmouth). From there, you can either create a team or accept a request to join another team. For detailed instructions on IMLeagues.com registration click [here](#).

### Team Captain's Meeting

A mandatory captain's meeting will be held to discuss rules and program operations for most sports. If a team captain or representative does not attend the meeting, the team will be charged a \$20 missed captain's meeting fee. The team may also be replaced by a team on the waiting list (whose representative is present at the meeting). The team that missed the meeting will be placed at the bottom of the waiting list.

### Free Agency

Looking to play but don't have a team? You can list yourself as a free agent in as many divisions within a league as you'd like. You will be visible to all members of the site and can request to join teams or post information about yourself so teams can request to add you to their team. Just remember if you do get picked by a team, that team will be the only one that you will be allowed to play with for that entire season.

## **Eligibility**

### General Eligibility

Currently enrolled students, grad students, faculty and staff are eligible to participate in intramural sports. Alumni, partners, spouses, friends and/or family members are not eligible for participation. Each participant must have a valid Dartmouth College ID which must be presented to the official or supervisor prior to each game at check-in.

### Game Day Eligibility

Participants who are in good standing and on their IMLeagues.com roster will be eligible to play. Participants must be on their team roster upon check-in/game time.

Participants need to sign in with the official or supervisor on their playing surface with their Dartmouth College ID.

If a participant is either not on the roster, they will need to see the on-site intramural supervisor.

### Use of Fraudulent Dartmouth College ID

If a participant is caught using a Dartmouth College ID that is not his or hers, the team for which that individual was playing for will forfeit that game, the team will lose their play fee and the game will not be played and the individual will be subject to disciplinary action from the Intramural Sports Program including being prohibited from playing intramural sports for the rest of that season.

The Intramural Sports Staff will confiscate the fraudulently used Dartmouth College ID and the individual whose Dartmouth College ID it belongs to must meet with an Intramural Sports Professional in order to get his/her Dartmouth College ID back.

If the occurrence was in the regular season, the team will be prohibited from playing in the playoffs. If the occurrence was in the playoffs, the team will be disqualified from continuing in the playoffs.

### Restricted Participants

Each Intramural Sports team roster is limited in regard to restricted participants in the sport or related sport of membership. Specific sport limits is detailed within the sport rules. Restricted participants include:

- Club Sport Members - any individual who is listed on the Fall, Winter, and/or Spring/Summer official roster submitted by the Club Officers for each term during that Academic Year, including Club Sport coaches, and are considered as such for the entire Academic Year
- Former Intercollegiate Athletes - any individual who has practiced, participated in tryouts, or competed with an intercollegiate squad for more than ten (10) days and are given this distinction once one (1) entire term (Fall, Winter, Spring/Summer) has elapsed since the termination of participation with an intercollegiate team

Related sports include:

- (Varsity/Club Sport) - (Intramural related sport)
- Baseball and Softball - softball
- Basketball - basketball, 3 on 3 basketball
- Ice Hockey - ice hockey
- Football - flag football
- Rugby - flag football

- Soccer - soccer, kickball
- Swimming and Diving - swim & dive meet
- Tennis - tennis
- Triathlon - swim & dive meet
- Ultimate - ultimate
- Volleyball - volleyball, wallyball

Current Intercollegiate Athletes and current ineligible athletes are barred from participating in their intramural sport or related sport.

The Intramural Sports Program reserves the right to bar from, or limit the intramural competition, of any participant of varsity, Olympic or professional caliber who may or may not be participating in varsity sports or playing as a professional.

#### Use of Ineligible Participants

Any team found to be using ineligible participants will be subject to discipline from the Intramural Sports Program with possible team consequences, including suspension.

### **Intramural Format**

#### Playoffs and Tie-Breaking Procedures

During the regular season, the following system will be used to award points to determine the standings. The final standings will be used to evaluate which teams qualify for the playoffs.

1. Intramural points earned for the sport
  - When computing points for win/loss record, the following system will be used:
    - Win = 3 points
    - Tie or win by forfeit or default = 2 points
    - Loss = 1 point
    - Default = 0 point
    - Forfeit = -2 points
2. Head to head
3. Team Sportsmanship Rating (TSR)
4. Total point differential for all games
5. Coin flip

Intramural Championship t-shirts will be provided to the winners of each League (Granite, Moosilauke, Co-Rec, Green or Women's). For team sports the amount of t-shirts provided is equivalent to 1.5 times the size of a starting line-up (rounded up to the nearest whole number) or your team roster size – whichever is less. Please refer to the chart below for details:

<b>Summer</b>	
Softball	14 t-shirts
8 v. 8 Soccer	12 t-shirts
<b>Fall</b>	
9 v. 9 Soccer	14 t-shirts
Flag Football	14 t-shirts
<b>Winter</b>	
Basketball	8 t-shirts
Hockey	10 t-shirts
<b>Spring</b>	
3-on-3 Basketball tournament	5 t-shirts
Softball	14 t-shirts

### **Alcohol, Tobacco and Drug Use**

The possession and/or consumption of alcohol, tobacco and other illegal drugs by Intramural participants, coaches, and spectators is strictly prohibited at all Recreational Sports facilities and facilities which the Intramural Sports Program uses. Any participant, coach, or spectator who is under the influence or suspected to be under the influence will not be allowed to participate in any Intramural Sports activity, will be required to leave the facility immediately, and further discipline action may be taken.

### **Forfeit Procedure**

#### On-Site Forfeiture

Forfeits should be avoided at all costs.

Teams must have the minimum number of players required checked-in with the referees and ready to play on the playing surface at the regularly scheduled game time. If one team (Team A) fulfills this requirement and their opponent (Team B) does not, they may either receive the forfeit win or choose to wait ten (10) minutes for Team B to arrive. If they choose to wait, the game clock will start and they must wait the entire time before accepting the forfeit win.

If neither team fulfills the requirement, the referees will start the game clock and wait ten (10) minutes to see if either team is able to fulfill the non-forfeiting requirement.

If a team can't make a regular season game and they know twenty-four (24) hours before their game, they can email [Intramural.Sports@Dartmouth.edu](mailto:Intramural.Sports@Dartmouth.edu) with their team name and division. They will receive a default meaning they will receive zero (0) points in the standings because it allows us time to attempt to find another team to play in that game. If a team can't make a regular season game and just don't show up to the field/court/rink, they will receive a forfeit and lose two (2) points in the standings. If your team forfeits a game your team will be suspended

and will have to pay a \$10 re-instatement forfeit fee. ***Reinstatement is not necessarily guaranteed.*** Payment will only be accepted online through [IMLeagues.com](http://IMLeagues.com).

### Defaults

If a team is aware they will not have enough players necessary to play their game, they may notify the Intramural Sports Program by sending an email to [Intramural.Sports@Dartmouth.edu](mailto:Intramural.Sports@Dartmouth.edu) with their team name and division with this information at least 24 hours before their game and they will receive a default. This allows our staff to attempt to fill that game with another opponent and/or contact the opposing team and officials notifying them of the situation.

If a team defaults, they will be awarded zero (0) points in the standings while the team they were scheduled to compete against will receive two (2) points in the standings.

### Inability to Continue

If a team is able to begin a game with the minimum number of required players and they drop below the minimum number of required players during the game, due to situations such as injury or ejection, the team will be charged with a loss but not a forfeit.

## **Scheduling/Rescheduling**

### Inclement Weather

A scheduled contest may be postponed, rescheduled, or cancelled only by a staff member of the Intramural Sports Program and the decisions will be made in an effort to protect the safety of the participants and the quality of our playing surfaces. Decisions will be made as soon as possible and notifications will be sent out through the [IMLeagues.com](http://IMLeagues.com) messaging system. Games that are cancelled may or may not be rescheduled and no refunds will be given.

### Scheduling

Teams will play their regularly scheduled games based on the division they select in [IMLeagues.com](http://IMLeagues.com).

### Rescheduling

It is extremely difficult to reschedule games based on facility/field availability, opponent availability, and time constraints.

The Intramural Staff will attempt to reschedule games when teams are playing multiple sports, academic conflicts or religious concerns, but it is not guaranteed.

## **Playoffs**

Participants must sign in with the referees during at least one (1) regular season game in order to be eligible for the playoffs.

Teams must play in at least one (1) regular season game and maintain a 2.0 average team sportsmanship rating (TSR) throughout regularly scheduled regular season games to become eligible for the playoffs.

See '*Sportsmanship*' for specific TSR point details.

Final seedings will be made after regular season games are completed.

Seeds will be determined based on:

1. Winning percentage
2. Head to head
3. Sportsmanship rating
4. Final scoring differential
5. Coin flip

Due to weather, forfeits, sportsmanship and other unforeseen circumstances playoff times are subject to change.

## **Sportsmanship**

The Intramural Sports Program is dedicated to providing a safe, fair, and enjoyable environment during all intramural contests. Unsportsmanlike behavior generally causes games to become unenjoyable, unfair, and in some cases, unsafe. In order to maintain the proper playing environment, the Team Sportsmanship Rating (TSR) has been established and is in effect for all regular season and playoff contests.

After each team sport games, officials will assign a sportsmanship rating to each team. Ratings are 0-3 with three (3) being given for exemplary conduct. The ratings will be averaged over the course of the regular season games and playoffs. Teams must have an average score of 2.0 to be playoff eligible and remain eligible during playoffs. Teams dropping below 2.0 in the playoffs will be eliminated from the tournament.

### **Ratings**

"3" Exemplary conduct. Any questions to officials phrased courteously by team captain.

"2" Very little negative behavior. Respect for officials and opponents evident in most cases. Profanity not present; 2's also given if a team delays the start of a game.

"1" Use of profanity toward officials and/or opponents. Disrespect toward officials during or after game, but not to any extreme. Any near-confrontation quelled effectively by teammates.

"0" Unacceptable sportsmanship including, but not limited to:

1. Baiting/taunting of opponents.
2. Frequent bickering over officials calls or swearing.
3. Striking (or attempting to) or shoving an official or player.
4. Throwing and/or destruction and/or attempted theft of equipment.

5. Making a mockery of the game/sport.

6. Causing a vehicle to lose control or "spin out" on our parking areas/fields. Violators will also be prosecuted.

-Two "0" ratings in the same season result in automatic team expulsion.

**\*\*UPON THE EJECTION OF ANY PLAYER THE TEAM WILL AUTOMATICALLY RECEIVE A "0" RATING**

In the event of a sport where multiple officials are used, the 2 and/or 3 officials/supervisors ratings will be averaged for a total game rating. \*Whenever a grade of "1" or "0" is awarded, the Intramural Office reserves the right of professional discretion, to investigate and ascertain appropriate penalties or warnings to individuals/teams involved.

## **Discipline**

Individuals participating in the Intramural Sports Program are expected to conduct themselves within the boundaries of sportsmanship and fair play as well as within the rules, policies, and procedures of the program. Ensuring the integrity of the program, be it rules, safety, or enjoyment, is a high priority for the Intramural Sports Program. In cases where an individual's or team's conduct violates these principles, such conduct will cause disciplinary action to be taken (i.e., player ejection, suspension, team forfeiture).

## **Safety and Attire**

### Assumption of Risk

Participation is on a voluntary basis. Participants assume the risks normally associated with activity characteristic of a particular sport. It is recommended that all participants undergo a physical examination prior to participating in any intramural activity, and carry some form of health and injury insurance.

Neither Dartmouth College nor the Intramural Sports Program accepts responsibility for ill health or injury sustained while participating in any of the events or activities. Neither Dartmouth College nor the Intramural Sports Program shall pay any medical and/or ambulance expenses incurred by a participant.

Each recreation facility is equipped with basic first aid supplies for minor injuries. Should an injury occur, that injury should be immediately reported to the game official, the intramural supervisor, or the facility supervisor.

### Apparel

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

### Illegal Apparel

- Street/dress clothes (i.e. jeans or dress shoes)



- Bare feet (except sand volleyball or pool events), sandals, work boots or five-finger shoes
- Hard-brimmed caps unless noted in sport rules
- Metal or screw-in cleats
- Any exposed jewelry (rings, earrings, bracelets, piercings, etc.). Taping of jewelry is not permitted.

#### Blood/Fluid Spill Procedure

A participant who is visibly bleeding will be immediately removed from a contest and will not be permitted back until the bleeding has stopped and the wound is properly covered. If any clothing is marked or saturated in blood, the participant may change into clean clothing before returning to the game. If a player does not have a change of clothing, they will not be able to re-enter the game.

- The Intramural supervisor will handle all blood/fluid spill per protocol.
- Blood on the playing surface must be properly cleaned before the game will resume.

#### Loss of Consciousness

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

- Safety & Security will automatically be called to assist in the any of consciousness situation during any intramural activity.
- Dartmouth Intramural Sports **STRONGLY** recommends getting assessed by the appropriate healthcare provider prior to returning to any physical activity for health and safety reasons.

### **General Information**

Anything not specifically outlined in this policy manual is up to the discretion of the Intramural Sports Program.

The policies and procedures outlined in this Intramural Sports Participant Handbook are subject to change at any time by the administration of the Intramural Sports program.

Dartmouth College Intramural Sports reserves the right to rule on any case not specifically covered in this handbook or the rules of the activity in questions and will do so in the spirit of fairness and safety. The right is also reserved to put into effect and add to these policies and procedures any new rulings pertaining to Intramural Sports, unsportsmanlike behavior, fair play and the safety of the IM participants that will lead to the enhancement of the event or activity and the program's overall mission of enjoyment, fairness and safety.

### **Contact Information**

Dartmouth College  
Intramural Sports  
6083 Alumni Gym  
Hanover, NH 03755

[Intramural.Sports@Dartmouth.edu](mailto:Intramural.Sports@Dartmouth.edu) (603) 646-2464

## ADDENDUM



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** in the bottom right corner of all pages, please use this button if you encounter any difficulties.

- i. Go to [www.imleagues.com/dartmouth/Registration](http://www.imleagues.com/dartmouth/Registration)

**OR**

Go to [www.imleagues.com](http://www.imleagues.com) and click **Create Account**

**OR**

Go to [www.imleagues.com](http://www.imleagues.com) and click “Log in with Facebook” if you have a facebook account with your school email attached - this will automatically create an account, fill in your info, and join you to the school (steps 2-4)

To login from school, please select your school below

Select your school from here

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Email

Password

Remember Me? [Forgot Your Password?](#)

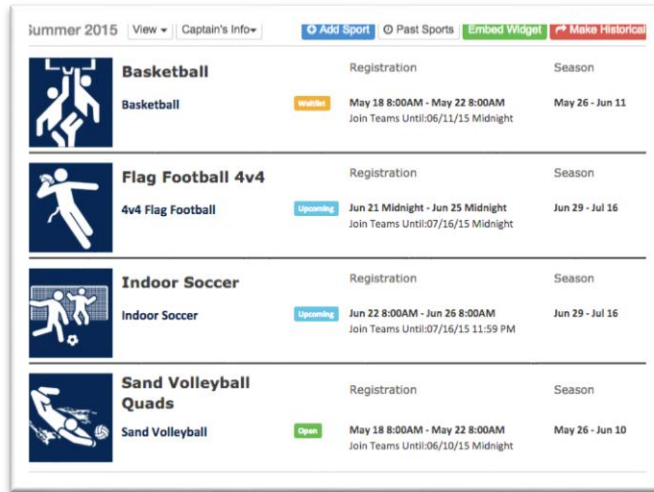
[No account? Sign up](#)

- ii. Enter your information, **and use your School email if applicable (@dartmouth.edu)** and submit.
- iii. You will be sent an activation email, **click the link in the email to login and activate your IMLeagues account.**
- iv. You should be automatically joined to your school – If not you can search schools by clicking the “Schools” link

How to sign up for an intramural sport:

- i. Log in to your **IMLeagues.com** account.
- ii. **Click the Create/Join Team button** at the top right of your User Homepage page  
**OR**  
Click on the “Dartmouth College” link to go to your school’s homepage on IMLeagues.

- iii. The current sports will be displayed, click on the sport you wish to join.



- iv. Choose the league you wish to play in (Men's, Women's, Co-Rec, etc.)
- v. Choose the division you'd like to play in (Monday, Tuesday, etc.)
- vi. Choose from the two play packages and pay the paly fee.
  - Cost:
    - \$10 per quarter
    - \$25 per academic year (summer term through spring term)
- vii. You can join the sport one of three ways:
  - i. **Create a team (For team captains)**
    - i. 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.
      - i. If they've already registered on IMLeagues: search for their name, and invite them
      - ii. If they haven't yet registered on IMLeagues: scroll down to the "Invite by Email Address" box, and input their email address.
  - ii. **Join a team**
    - i. Use the Create/Join Team Button at top right of every page
    - ii. Accepting a request from the captain to join his team
    - iii. Finding the team and captain name on division/league page and requesting to join
    - iv. Going to the captain's playercard page, viewing his team, and requesting to join
  - iii. **Join as a Free Agent**
    - i. 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.