

## ACTIVITY RULEBOOK

# General Rules Overview

*All information in this rule book pertains to the general facilitation of all intramural activities. For questions or concerns, please contact [intramurals@uwlax.edu](mailto:intramurals@uwlax.edu).*

**REMINDER:** *all participants are encouraged to review the participant handbook and general rules overview prior to participating in each activity in which they are interested. View these documents by visiting the ["Rules" website](#).*

*UWL Intramural Sports welcomes all students and faculty/staff members meeting eligibility guidelines. Participants may compete in the gender league with which they identify. For any eligibility concerns, please contact [intramurals@uwlax.edu](mailto:intramurals@uwlax.edu).*

## General Overview

### Team Registrations and Entry Fees

Registrations and entry fees are processed online via [IMLeagues](#). Registration periods are listed in IMLeagues and online via the ["List of Sports" website](#). Instructions on how to register teams and how to pay can be found via the ["Forms and Videos" website](#).

Entry fees vary by activity and are dependent on the number of participants required to meet roster minimums along with the number of officials and/or scorekeepers needed to facilitate a contest. A chart of applicable fees can be found in section three of the participant handbook. Fees are paid by team captains as part of registration and are payable online (preferred method) or in-person at the REC (by appointment).

### Captain's Quiz

Captains (or a team representative) may be required to attend a pre-season meeting in certain activities. If no meeting is required in an activity, all team captains are required to take an online rules and handbook quiz and score 100% to complete the registration process for a team. The quiz will contain general policy and activity-specific rule questions in multiple choice or true/false format.

### Participant Registration

Individual participant registrations (i.e. roster additions) are also done via IMLeagues. Instructions on how to complete this process can be found on the ["Forms and Videos" website](#).

All participants are required to pass a brief quiz with a score of 100% in addition to electronically accepting a participation waiver to be added to a team. It is the responsibility of each participant and team captain to ensure individual eligibility.

### Team Schedules

Team schedules for regular season and playoff contests are published in IMLeagues. All team members will receive emails when schedules are available to view. Teams may also receive memos throughout the season via email outlining items such as schedule changes and upcoming playoff information.

### Forfeits and Defaults

If a team cannot participate in a scheduled contest, notify the REC Information Counter at least two (2) hours prior to the contest start time to avoid a forfeit and possible re-entry fee. Forfeit notifications are not accepted via email. More on forfeits and defaults can be found in section 15 of the participant handbook.

### Contact Information

#### General Program Contact

REC Information Counter

608-785-5225

[intramurals@uwlax.edu](mailto:intramurals@uwlax.edu)

## **General Policies**

### **No ID, No Play**

Each participant must present a current, valid UWL-issued ID to the supervisor or staff member on-duty for every contest. No exceptions will be made and no other form of identification will be accepted. Forgotten ID passes may be used for intramural contests permitting their use follows department guidelines.

### **Team Roster**

All participants must be on their team roster in IMLeagues. Anyone not on a team roster may complete a roster addition via IMLeagues. Each participant is responsible for their eligibility and contests are subject to a retroactive forfeit or default if an ineligible roster member participates.

### **Attire, Equipment and Jewelry**

Participants must wear appropriate attire and non-marking athletic footwear. Specific equipment requirements are addressed in activity-specific rulebooks. All visible jewelry, watches and bracelets must be removed or legally covered prior to participation. Medical bracelets may stay on.

### **Injuries and First Aid**

First aid treatment is typically, but not always, available during contests. Supervisors are trained in basic first aid, CPR and AED administration. Any bleeding must be stopped and cleaned before contest re-entry.

### **Sportsmanship and Conduct**

Sportsmanship is important before, during and after contests. After each contest, teams are rated on a scale of one (1, unsatisfactory) to five (5, excellent) based on their behavior and conduct. Teams must average a 4.0 rating throughout the season to qualify for playoffs. Teams and/or individuals in violation of this principle are subject to suspension from the program and must meet reinstatement guidelines.

### **Refunds**

Registration fee refunds are permissible (based on circumstance). To request a refund, contact intramurals@uwlax.edu . Due to non-refundable online fees, refunds may not be received in-full.

### **Team Names**

Team names must be appropriate. Captains of teams referencing anything deemed inappropriate or offensive in their name will receive a name change. Administration reserves the right to change names at any time (including playoffs and for duplicate names) and without notice (based on circumstance), and teams may be referred to Campus Climate/Student Life based on the inappropriate nature of their name.

### **Playoffs**

To qualify for playoffs, teams scheduled for more than four (4) contests are required to win two (2) contests and meet sportsmanship requirements. Teams scheduled for four (4) or fewer contests qualify for playoffs as long as sportsmanship requirements are met. Administration reserves the right to oversee procedures as deemed necessary and messages will be sent to all activity participants regarding playoff procedures.

### **Shared Facility Space**

Intramural Sports programs activities in facilities shared by multiple departments on-campus. In some instances, recreation activities may be postponed or cancelled per facility agreements with our on-campus partners. Contests may or may not be rescheduled.

### **Participant Safety and Weather**

Safety of all participants and staff is the number one focus on the program. If there is any indication safety and general well-being of any is compromised, the program reserves the right to postpone, cancel and possibly reschedule contests. This includes weather-related issues such as lightning, rain or snow storms and field conditions deemed unplayable due to weather and/or overuse.

### **Communication Efforts**

Throughout the season and playoffs, administration/staff may attempt to contact teams and/or individuals via UWL email or IMLeagues (or phone). Please do not ignore these messages (including voicemail) and be sure to check email filters.