MISSION STATEMENT

The Potomac State College Intramurals mission statement is dedicated to making a positive difference in the health and well-being of our community of learners. Potomac State College is dedicated to providing a wide range of individual and team sports at a competitive level to students, faculty, staff, and other members of this college. Our purpose is to provide exercise, recreation, and most importantly fun to our participants in a competitive, yet relaxed manner. Competition promotes and reinforces teamwork and personal accomplishment, respect, honesty, along with skill and exercise. Everyone is encouraged to play with respect, not only towards officials but also towards each other. Our core values that we wish to instill in our participants are:

- Living in balance: Physically, Intellectually, Emotionally, Socially, and Spiritually
- Participation in Regular Physical Activity
- Social Interaction
- Leadership
- Teamwork and Collaboration
- Self-respect
- Sportsmanship
- Healthy Competition
- Having Fun

PARTICIPATION ELIGIBILITY

Eligibility for the intramural sports program is a privilege and responsibility of each individual participant and of the team captain. The intramural sports staff is not responsible for checking the eligibility of all participants; however, it does reserve the right to investigate the eligibility of any participant and take appropriate action against the individual and team in question, if necessary.

The following individuals are eligible for intramural activities provided they meet all eligibility guidelines:

- Any undergraduate student, enrolled in a minimum of one credit hour, with a valid Potomac State ID card is eligible until they withdraw from the college or fail to comply with other eligibility guidelines.
- Any faculty member or administrative/staff personnel employed by the college with an administrative/staff ID card.
- Current school year intercollegiate student-athletes are eligible to participate in all intramural sports NOT related to their respective in season sport in the NJCAA. Coaches have the right to prohibit their players from participating in any intramural sport. If an individual is cut or quits a NJCAA team prior to the intramural registration deadline, they are eligible to participate in intramurals. The individual cannot join intramural team mid-season.
No player may play as a member of multiple teams in the same sport. If a player is found to be playing on two teams, both teams will forfeit all of their games. It is the team captain’s responsibility to make sure that all members of their team are aware and follow all intramural policies.

Any player guilty of playing while ineligible or any player ejected from an intramural game for any reason must leave the playing area immediately. If they do not leave the area promptly their team will forfeit the game. The ineligible/ejected person is ineligible to play another game in any sport until they meet with the Intramural Coordinator and disciplinary action has been determined.

Any player who attempts to participate under an assumed name will be disqualified for that sport for the remainder of the season and the team will forfeit all games in which the individual participated in.

**All participants are required to bring a valid photo ID (Potomac State College ID for Potomac State College students) to every intramural event. No exceptions.**

**TEAM ROSTERS**

Anyone wishing to participate in Intramurals must complete an official team roster. Official team rosters are due by the date and time indicated for each sport.

Official team rosters must be filled out completely, including sport and team name. If an entry is not submitted correctly, the entry does not have to be accepted and the team might not be allowed to compete. The intramural program reserves the right to review all team names and prohibit any names that are derogatory, hurtful, or promote unhealthy lifestyles.

All entries should be PRINTED (except for signature box). Please use only full names (no nicknames) when completing the form.

Individuals looking to join a team should submit a registration form and check the box for “need a team” and the Intramural staff will try to place those individuals on a team.

**ADDING PLAYERS**

Players may be added to the official roster up until the first game for the team in question even after the form is turned in.

Once a team begins play, the official roster is closed and additional players may NOT be added. The team rosters will allow for more players then are required to play the intramural sport in case of injury or players dropping.

**CHANGING TEAMS AND INELIGIBLE PLAYERS**
A player may NOT transfer from one team to another after he/she officially participates in the activity. Once a participant plays for a team, they are to remain on that team for the remainder of the season. If they play for another team, they will be considered an INELIGIBLE PLAYER. Any team using an INELIGIBLE PLAYER, knowingly or unknowingly, shall be given a forfeit loss for all games in which the INELIGIBLE PLAYER participated.

Team captains are responsible to verify the eligibility of all players appearing on the official team roster.

**TEAM CAPTAIN’S MEETING**

Each team sport has a mandatory rules meeting prior to the start of the regular season play. Each registered team must have at least one representative at the meeting in order to pick up the league’s schedule. These meetings will be an opportunity to discuss the policies and procedures of the Intramural department, notify the participants of any rule changes, and allow for any questions regarding the upcoming season.

Any team that does not have at least one representative at the mandatory meeting will be dropped from the league/schedule completely.

**TEAM CAPTAIN RESPONSIBILITIES**

The position of captain is a very important one in the Potomac State College intramural program. Captains are considered the official spokesperson for the team and primary contact person for that team.

**All Team Captains MUST:**

- Complete their team’s official roster completely and NEATLY, printing the full name and ID number for their players. No nicknames please.
- Verify the eligibility of all their players.
- Notify their team members of the date, time, and place of each contest and make certain the team is present at the designated time.
- Be thoroughly familiar with the eligibility rules published in this handbook and discussed at the captains' meeting.
- Have team members play according to the rules of the game and conduct themselves in a sportsmanlike manner.
- Serve as the official spokesperson for their team during play.

All Team Captains are eligible to receive awards based on the management of their teams. Winners will be decided by officials and the Intramural Coordinator at the end of each season.
PLAYER CONDUCT

Any participant who is ejected from a contest for unsportsmanlike or abusive conduct will be ineligible for that team’s next game. The ejected individual may also face further suspension once the Intramural Coordinator reviews the situation. **All participants ejected from contests must meet with the Intramural Coordinator before reinstatement**.

Sportsmanship is vital to the conduct of every Intramural contest. Officials, administrative personnel and supervisors shall make decisions on whether to warn, penalize, or eject players off teams for poor sportsmanship in order to encourage proper conduct during games. These decisions are final. The Intramural Coordinator will rule on further penalties as a result of unsportsmanlike conduct. **Before an ejected player is allowed to participate in further competition, he/she must report to the Intramural Coordinator.**

Penalties range from:

- Warning
- Suspension for one or more games
- Suspension for the balance of the season
- Suspension for remainder of the semester, year or remainder of tenure at Potomac State College of WVU.
- Referral to the Judicial Officer for further disciplinary actions.

The following may be considered as evidence of unsportsmanlike conduct: profanity; unnecessary delay of the game; striking or shoving an opponent; arguing with officials concerning decisions (discussion is allowed as long as it is done in a mature manner by the team captain; derogatory and abusive remarks toward an opponent or official; touching an official; any action with the intent to physically injure an opponent or official; any action which may potentially cause equipment or facility damage; any action which shows disregard for the rules or policies of the Intramural Program.

Each student participating on a team should choose his or her team members carefully. All team members will suffer the same consequences of any disciplinary action taken by the Intramural Office against that team for violation of the Intramural rules.

A team captain is responsible for actions by an individual member of that team and/or for spectators directly related to the team. The conduct of the players and spectators before and after the game is just as important as the conduct during the game. An organization will be held responsible for its conduct at these times as well as during the game.

**Acceptable Sportsmanship Rating:**

- Team members cooperate with each other, the opposing team, and intramural officials and staff while demonstrating good sportsmanship towards everyone involved.
- Team captain exhibits control over their team and spectators, converses reasonably and rationally with the officials in the event of any rule interpretations and cooperates by providing any information requested by any Intramural staff.
- Team members participate in the spirit and intent of the intramural sport game rules and/or program policies. Team members accept judgmental decisions made by the officials.
- Respect is shown for the campus facilities and equipment.

**Unacceptable Sportsmanship Rating:**

- Any player is ejected for unsportsmanlike conduct.
- Any technical fouls for unsportsmanlike conduct or multiple unsportsmanlike penalties have been given.
- Participants or spectators continually complain about the decisions of the officials and repeatedly display their disagreement. Complaints include both verbal and non-verbal behavior.
- Team captain exhibits little control over their team and/or spectators, conversed in an unsportsmanlike manner with officials and did not cooperate with Intramural staff.
- Team captain fails to provide information requested by any intramural staff.
- Team members did not meet the eligibility requirements for participation.
- Team members played with participants who are currently suspended from participating in intramural sports (regardless of the reason).
- Public indecency, vulgarity, or obscenity.
- Individuals or teams played after the consumption of alcohol or drugs. If the contest has already begun when discovered, the player(s) will be immediately removed from the facility and the contest will be forfeited to the opponent.
- Physical abuse by participants or spectators in any form of fighting either before, during, or after a contest.
- Any threatening behavior to any intramural staff, participants, or spectators before, during, or after a contest.
- Any damage to or destruction of any campus facilities and/or equipment.

**Consequences for Unacceptable Ratings:**

- The team will be suspended until the captain meets with the Intramural Coordinator. (It is the responsibility of the team captain to schedule the meeting.) The members of the team will be ineligible for any intramural activities until the meeting occurs.
- Regardless of the length of the season or tournament, two unacceptable ratings will be equivalent to a season ending rating. This may result in the team being dropped from any further competition. The decision is at the discretion of the Intramural Coordinator.

**Season Ending Sportsmanship Rating:**

- Team was uncooperative and out of control before, during and/or after any intramural competitions.
- Team captain exhibited poor control over self, the team, and/or the spectators.
• Multiple ejections or blatant unsportsmanlike conduct that endangered other participants, fans, officials, or supervisors.
• Any physical contact with any member of the intramural staff.
• Team failed to cooperate or comply with the intramural administrative staff or College officials.
• Falsely representing or withholding any information being requested from the intramural staff.
• A team received a second unacceptable rating in the same sport or activity.

Consequences for a Season Ending Sportsmanship Rating:

• Team will be automatically dropped from any further intramural competition.
• Future eligibility in the Intramural Sports Program of all team players will be reviewed.

* This list is not all inclusive. Disciplinary action will be at the discretion of the Intramural Coordinator and Judicial Officer if deemed necessary.

OFFICIALS

Officials are students that are trained in the sport they are officiating prior to the first game of the league. Officiating is entirely subjective and should be respected by all intramural participants and spectators. Protests involving official’s judgment will not be accepted. The officials reserve the right to remove any player or fan who is acting inappropriately or disrupting the game. The only protests that will be accepted are those based on rule interpretation or player eligibility. The following procedures should be used when making a protest:

• Immediately notify the official and the opposing team in a sportsmanlike manner that you would like to protest the interpretation of the rule before the next play or live ball. This must be done immediately after the rule was enforced or the protest will not be considered.
• The official will explain their ruling.
• If there is still confusion, the person making the protest should get the Intramural Coordinator.
• The Intramural Coordinator will make a ruling on the situation and the ruling will be final for the night.
• If a player believes the officiating was intentionally unfair they should contact the Intramural Coordinator (do not react towards the officials) in order to voice their concern.
• Formal protests will be heard and reviewed by the Intramural Coordinator and other intramural staff. To be considered, the situation must affect the outcome of the contest.
• Intramural sport’s purpose is to have fun and participants are expected to treat officials with respect at all times. They are fellow students and are doing the best job they can.
EQUIPMENT

All participants will be required to wear appropriate athletic attire. Shoes are required for all sports.

- The responsibility of getting the equipment to the event will be handled by the intramurals staff.
- Team captains assume responsibility for its care during the course of the event and until it is returned to the department representative.
- Any player who willfully damages Intramurals equipment will be fined the replacement cost of the equipment in question.
- Shoes with rubber cleats are legal (for outdoor play only).
- Football, track or baseball metal spikes will be illegal. (Anything that can damage the hardwood floors)
- Score sheets will be provided as part of the equipment.
- Student IDs may be required to receive equipment for certain sports. If the equipment is not returned or returned damaged, students will be charged for the replacement of the missing or damaged item.
- Intramurals does not make it a practice to provide practice equipment for any sport. In order to avoid giving a team an advantage, no players may use game balls for team warm up.

All rules, policies, and procedures subject to change at any time under the direction of the Intramural Coordinator
INJURIES AND INSURANCE

Participation in the intramural program is completely voluntary. Intramural sports and similar activities intrinsically involve risks of physical injury greater than those in daily life, and by taking part in sports and other activities, participants acknowledge and assume risks inherent therein. Potomac State College cannot be liable for injuries sustained within the scope of the game. It is highly recommended that all participants have a current Insurance policy.

SPIRIT OF COMPETITION

Sport activities find their origin in the basic human need for the spirit of the play. Winning and losing are mere outcomes of this play spirit. What is part of the game is the pure satisfaction of participation (fun, fitness, friendship, stress release, etc.). Without your opponent, you have no game, no contest, and no fun. You are indebted to them as they are to you. The spirit of the play then is based on cooperation. Upholding high standards of integrity and fair play acknowledge this idea of cooperative competition. All players are encouraged to exercise good judgment in caring for the safety of others as well as themselves. At Potomac State College, an intentional violation of the rules is considered cheating and a gross offense against the spirit of competition.

Abusive language toward officials, other participants and manipulation of the rules are not "part of the game". A lifetime interest in sports is a goal of all players, which have more meaning than that of a win or loss, the memory of which is often fades quickly. All players are asked to participate within the context of this spirit of play and competition.