## Table of Contents

<table>
<thead>
<tr>
<th>Page</th>
<th>Content</th>
</tr>
</thead>
<tbody>
<tr>
<td>3</td>
<td>Recreation Services and Intramural Sports Mission Statements</td>
</tr>
<tr>
<td>3</td>
<td>Intramural Sports Policies and Procedures</td>
</tr>
<tr>
<td></td>
<td>Eligibility</td>
</tr>
<tr>
<td></td>
<td>Intercollegiate and Professional Athletes</td>
</tr>
<tr>
<td></td>
<td>Leagues, Divisions, and Scheduling</td>
</tr>
<tr>
<td></td>
<td>Online Registration</td>
</tr>
<tr>
<td></td>
<td>Team Rosters</td>
</tr>
<tr>
<td></td>
<td>Safety</td>
</tr>
<tr>
<td></td>
<td>Forfeits and Defaults</td>
</tr>
<tr>
<td></td>
<td>Protests</td>
</tr>
<tr>
<td></td>
<td>Playoff Qualifications</td>
</tr>
<tr>
<td></td>
<td>Sportsmanship Rating System</td>
</tr>
<tr>
<td></td>
<td>Disciplinary and Reinstatement Procedures</td>
</tr>
<tr>
<td></td>
<td>Inclement Weather</td>
</tr>
<tr>
<td></td>
<td>Awards</td>
</tr>
<tr>
<td>13</td>
<td>Intramural Sports Frequently Asked Questions</td>
</tr>
<tr>
<td>14</td>
<td>Online Registration Instructions</td>
</tr>
<tr>
<td>16</td>
<td>Employment Opportunities</td>
</tr>
<tr>
<td>18</td>
<td>Contact Information</td>
</tr>
</tbody>
</table>
RECREATION SERVICES MISSION STATEMENT

KU Recreation Services delivers opportunities and promotes lifelong wellness through programs, facilities, and services to heighten the educational experience.

INTRAMURAL SPORTS PROGRAM STATEMENT

The Intramural Sports program offers opportunities 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 that appeals to every participant (a sport for everyone and everyone in a sport).

INTRAMURAL SPORTS POLICIES AND PROCEDURES


The Intramural Sports Policies and Procedures outline the operations of the Intramural Sports program and are formulated to support the mission and reach the long-term goals of the Intramural Sports program and the department of Recreation Services.

Section A – Eligibility
Section B – Intercollegiate and Professional Athletes
Section C – Leagues, Divisions, and Scheduling
Section D – Online Registration
Section E – Team Rosters
Section F – Safety
Section G – Forfeits and Defaults
Section H – Protests
Section I – Playoff Qualifications
Section J – Sportsmanship Rating System
Section K – Disciplinary and Reinstatement Procedures
Section L – Inclement Weather
Section M – Awards

A. ELIGIBILITY

1. All currently enrolled Lawrence campus students, currently employed Lawrence campus faculty and staff, and KU Affiliates are eligible to participate in Intramural Sports events. Faculty, staff, and affiliates must be members of the Ambler Student Recreation Fitness Center for access to Intramural Sports events that take place inside of the Ambler Student Recreation Fitness Center.
2. Participants must present their University issued ID before each contest in order to participate in any Intramural Sports event. The Student Information page within the mobile myKU portal is also an acceptable form of ID. Participants printed on the roster on the official game sheet may present any government or state issued ID in order to participate in that Intramural Sports contest.

3. A player may play with one team within a league during a particular sport. A male player may play for one Men’s Competitive team, or one Men’s Greek team, or one Men’s Recreational team, or one Men’s Residence Hall team. A female may play for one Women’s team or one Men’s team if a Women’s league is not available. Additionally, any player may play for one Co-Recreational team.

4. The Intramural Sports program holds the equality and inclusion of its participants in the highest regard. Every participant has the right to an unbiased and fair opportunity to play. When an activity makes a gender designation, an individual can participate based on their self-identified gender identity and is done in good faith.

5. A participant’s gender identity will be applied when there are gender specific rules or player ratio requirements for Co-Recreational divisions.

6. A player is considered a member of the first team on which the player participates within each league. If a participant is found to have played on more than one team in a league, forfeits, suspensions and/or expulsions may result for all parties involved.

7. All coaches, team captains, and bench personnel must be on the team roster and meet Intramural Sports eligibility criteria.

8. Any team found using a player that is playing under a fictitious name or ID will forfeit all games in which that player checked-in. The player using an improper ID and the player providing the ID to be used illegally will be suspended. The team captain may also be suspended at the discretion of the Intramural Sports Administrative Staff.

9. Unauthorized use of a University issued ID will result in confiscation and/or university disciplinary actions.

10. Team captains are responsible for knowing the eligibility status of the players on their team. The Intramural Sports Administrative Staff reserves the right to suspend any captain or team and/or organization that intentionally or unintentionally uses ineligible players.

11. 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, where possible.

12. The maximum number of sport club players on a team’s roster must not exceed 50% of the number of players required to play a sport at full strength for their corresponding sport. A sport club member may participate in a singles event. A sport club member is defined as any student who pays dues to a sport club team. The status of sport club member exists for the entire academic year.

B. INTERCOLLEGIATE AND PROFESSIONAL ATHLETES

1. Any individual who is a current member of a team in an NCAA Division I sport shall not be eligible to participate in that related event in the Intramural Sports program. Members of an intercollegiate team shall be determined by official KU Athletics staff and/or Intramural Sports staff. The following are considered related sports.
<table>
<thead>
<tr>
<th>INTRAMURAL SPORT</th>
<th>INTERCOLLEGIATE SPORT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Flag Football</td>
<td>Football</td>
</tr>
<tr>
<td>Indoor or Sand Volleyball, Sit Volleyball, Wallyball</td>
<td>Volleyball</td>
</tr>
<tr>
<td>Tennis</td>
<td>Tennis</td>
</tr>
<tr>
<td>Golf, Longest Drive</td>
<td>Golf</td>
</tr>
<tr>
<td>3-Point Contest, 3-on-3 Basketball, Pre-Holiday</td>
<td>Basketball</td>
</tr>
<tr>
<td>Basketball</td>
<td></td>
</tr>
<tr>
<td>Indoor Soccer, Outdoor Soccer</td>
<td>Soccer</td>
</tr>
<tr>
<td>Softball</td>
<td>Softball or Baseball</td>
</tr>
</tbody>
</table>

2. Intercollegiate team members who are ineligible to compete at the varsity level are not permitted to take part in the Intramural Sports event related to their intercollegiate sport. Examples include but are not limited to redshirt status, greyshirt status, scholastic ineligibility, and suspension.

3. Any individual who was a member of a team in any NCAA Division I sport shall not be eligible to participate in that related event in the Intramural Sports program for two full semesters, fall/spring or spring/fall, following the one in which he or she was last a team member.

4. Any participant who has competed in a sport on a professional level or who would be ineligible for intercollegiate competition because of professional status shall be ineligible to participate in that related Intramural Sports event for a period of two (2) calendar years following their professional participation. A professional athlete is defined as an individual who has signed a contract and/or receives compensation for playing a particular sport.

5. The Intramural Sports staff reserves the right to determine when intercollegiate or professional participation ends.

6. Intercollegiate and professional athlete may petition for immediate eligibility for the Intramural Sports event that is equivalent to their intercollegiate or professional sport. Immediate eligibility must be granted by the Intramural Sports Coordinator or designee before participating in the event.

C. LEAGUES, DIVISIONS, AND SCHEDULING

1. Each Intramural Sports team event will be organized into as many as four leagues: Men’s, Women’s, Co-Recreational, and Open.

2. There are no gender restrictions in events containing only Open Leagues.

3. Most league sports will be constructed using instant scheduling. Instant scheduling allows teams to select their desired game day and time on a first come first serve basis. After the regular season, all teams that qualify for the playoffs will be placed in the tournament bracket.

4. The Greek Division is restricted to social organizations recognized by the Interfraternity Council, the Multicultural Greek Council, the National Pan-Hellenic Council, and the Panhellenic Association. Greek teams must have their name, or a reference to their Greek organization, in their Intramural Sports team name. All members of these teams must be graduate or undergraduate members of the Greek organization they are representing, or a prospective new member.

5. The Residence Hall Division is restricted to on campus student housing residence halls and apartments. All members of these teams must be on campus residents, but do not have to reside in the same hall or apartment.
6. A fraternity/sorority prospective new member living in a residence hall or apartment may play for either the residence hall or apartment, or the fraternity/sorority they are a prospective for.

7. The Intramural Sports Administrative Staff reserves the right to move any team out of a division that does not reach capacity at the conclusion of registration.

8. All game reschedule requests must be submitted to the Intramural Sports Office via email (imsports@ku.edu) at least 2 business days prior to the scheduled contest.

9. Reschedules must be agreed upon by both captains and the Intramural Sports Administrative Staff, if facility space exists. If arrangements have not been confirmed by the Intramural Sports Administrative Staff, the game will be played according to its original details.

10. Schedules are publicized on IMLeagues.com. This website will contain the most up to date information.

D. ONLINE REGISTRATION

1. Participants must register via the Intramural Sports online registration website (IMLeagues.com) or via the REC*IT app in order to participate in an event, unless otherwise noted.

2. For some events, the team captain and team participants must pass a mandatory Registration Quiz to initiate the registration process. All quiz material will be covered in the program and/or event quiz material attached to the quiz.

3. For some events, teams are placed in the Pre-Registration Pool after team creation. Teams cannot leave the Pre-Registration Pool until the prescribed requirements for that event are met. Teams in the Pre-Registration Pool are not considered to have completed the registration process and may not be scheduled.

4. The Intramural Sports program reserves the right to censor any team name that is vulgar, offensive, derogatory, or otherwise deemed inappropriate.

5. For events with entry fees, all payments are due in the Administrative Office of the Ambler Student Recreation Fitness Center by the prescribed deadline, unless otherwise noted. Failure to pay a registration fee may result in being removed from the event.

E. TEAM ROSTERS

1. The roster capacity for all Intramural Sports events is 15 players, unless otherwise noted for a specific event.

2. Teams may add an unlimited number of players to their roster on site during the entirety of the regular season or pool play. Teams may not add players to their roster at game site during the playoffs. Players joining the team at the game site will not be added to the official roster by the Intramural Sports Staff. It is the responsibility of the player to add himself/herself to the team’s official roster.

3. Teams may add players to their official team roster via IMLeagues.com or via the REC*IT mobile app at any point in the regular season or at any point in the playoffs.

4. Rosters are considered finalized at 12:00pm the day of a scheduled game, Monday – Friday. For games on Saturday and Sunday, rosters are considered finalized at 12:00pm on the Friday preceding the game.

5. It is the player’s responsibility to demonstrate proof of day-of roster addition for a playoff contest after the roster deadline as stated in Section E, Article 4. This may be done via IMLeagues.com or the REC*IT mobile app.
F. SAFETY

1. The Intramural Sports program and The Recreation Services Department assume no responsibilities for injuries received during Intramural Sports events. Participants are reminded that their participation is entirely voluntary.

2. The Intramural Sports Staff reserves the right to stop any contest for safety reasons, or they feel it is in the best interest of the Intramural Sports program or Recreation Services.

3. Any participant who exhibits signs, symptoms, or behaviors consistent with a concussion, such as loss of consciousness, headache, dizziness, confusion, or balance problems shall be prohibited from further participation in any Intramural Sports contest or activity at a supervised facility for the remainder of the day and are advised to seek professional medical attention.

4. The approval of a medical professional to return on the same day shall not override this provision. Appeals of concussion-related decisions made by Recreation Services or Intramural Sports staff shall be considered eligibility appeals and will be reviewed by the Intramural Sports Administrative Staff on the next business day.

5. Participants must remove all jewelry deemed dangerous or inappropriate prior to competing. The request to remove jewelry is at the discretion of the Intramural Sports Supervisor. Glasses used for corrective or protective purposes may be worn at any time.

6. Intramural Sport athletes are required to leave play until any bleeding is stopped, open wounds are covered, and blood-soiled uniforms/clothing are removed or treated with a bleach disinfectant.

7. After a game has started, should a team drop below the minimum number of players needed to play due to an injury, the game shall continue.

8. Knee and ankle braces which are unaltered from the manufacturer’s original design/production are permitted and do not require any additional padding or covering. Sharp edges from wear and tear or any other defect would be considered as an alteration even if unintentional.

9. A guard, cast or brace made of a hard and unyielding substance, such as, but not limited to, leather, plaster, plastic or metal shall not be worn on the elbow, hand, finger/thumb, wrist or forearm; even though covered with soft padding.

10. Pets are prohibited from all Intramural Sports playing facilities.

G. FORFEITS AND DEFAULTS

1. Game time is forfeit time, however, the team captain or contestant who is ready to play may choose to give the opponent a Grace Period not to exceed 10 minutes in order to have the minimum number of players present, signed-in, and ready to play. If the team or contestant is still not able to play after the Grace Period has been exhausted, a forfeit will be declared.

2. The affording of the Grace Period is irreversible.

3. If the Grace Period is granted, contest playing time will be reduced by 10 minutes or by whatever amount of time was used to avoid a forfeit. If neither team is ready to play at game time, the Grace Period will be afforded to both teams.

4. The minimum number of players needed to play must be present, signed-in, and ready to play by game time in order to avoid a forfeiture of the game.
5. Forfeited contests will not be rescheduled.

6. The captain of a team that does not have the minimum number of players present, signed-in, and ready to play by game time will be assessed a Forfeit Fine and will be suspended from all Intramural Sports events until the Forfeit Fine is paid.

7. The Forfeit Fine must be paid in the Administrative Office of the Ambler Student Recreation Fitness Center, unless otherwise noted.

8. Any team that forfeits two games in the same sport will automatically be dropped from the event.

9. Teams that have zero players signed-in for their scheduled contest will not be awarded the Grace Period and risk the potential of being dropped from the event. Their opponent will receive the automatic win.

10. Organizations are responsible for forfeits of all teams representing the organization. Failure to pay outstanding Forfeit Fines may result in all organizational teams being removed from play.

11. Teams knowing in advance that they will not be able to play a scheduled contest are provided the opportunity to default that contest, and will not be assessed a Forfeit Fine.

12. In order for a contest to be considered a default, the team must contact the Intramural Sports Office by 12:00pm the day of the scheduled game via email (imsports@ku.edu). For games on Saturday and Sunday, the default request must be submitted by 12:00pm on the Friday preceding the game. Attempting to default a contest by any other method may not be granted.

H. PROTESTS

1. Protests may be lodged for rules misinterpretation, misapplication, or player eligibility. Under no circumstances will protests on an official’s judgment be accepted.

2. In order to register an official 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’s ruling is upheld, the protesting team will be charged a timeout. If the official’s ruling is overturned, the protesting team will not be charged a timeout.

3. A team may protest with zero timeouts remaining. If the official’s ruling is upheld, the protesting team will be charged with a Delay of Game penalty for that particular sport such as technical fouls, unsportsmanlike conduct, or yellow cards.

4. 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. The official(s) will then notify both parties that an official protest has been lodged.

5. All protests will be brought to the Intramural Sports Supervisor’s attention, who will make a ruling at that time. All protest rulings concerning rule interpretation and application made at the game site will be final.

6. If a protest for player eligibility remains unresolved, the Intramural Sports Staff will 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, which must be received by 12:00pm the next business day to room 208 of the Ambler Student Recreation Fitness Center, or submitted to the Intramural Sports Supervisor at the game site.

7. Upon receipt of an eligibility protest, the Intramural Sports Administrative Staff will contact all parties involved. After considering all available information, a decision will be made and all parties will be informed. The decision of the Intramural Sports Administrative Staff is final.
I. PLAYOFF QUALIFICATIONS

In order to determine playoff qualification, the following guidelines will be used, in order:

1. Win/Loss record will determine final regular season standings. Please see individual sport Informational Sheets to determine the number of teams that qualify from each division.
   a. Any game that is defaulted by a team will count worse than a loss for that defaulting team’s record.
   b. Any game that is forfeited by a team will count worse than a default for that forfeiting team’s record.

2. In the case of a tie between two teams, head-to-head record will be the tie-breaker.

3. In the case of a tie between three or more teams, or if a head-to-head matchup did not occur between two tied teams, Sportsmanship Rating will be used as the first tiebreaker criteria.

4. Should the Sportsmanship Rating of the teams be tied, point differential in all regular season games will be used in flag football, soccer, basketball, and softball. In volleyball and wallyball, game record differential will be the tie-breaker for three of more teams, or two teams that did not have a head-to-head matchup.

5. If a team wins or loses by forfeit or default, the team will get credit for winning or losing by the following amounts:
   a. Basketball: 25 – 0
   b. Flag Football: 18 – 0
   c. Floor Hockey: 5 – 0
   d. Soccer: 3 – 0
   e. Softball: 5 – 0
   f. Ultimate: 5 – 0
   g. Volleyball: 2 – 0
   h. Wallyball: 2 – 0

6. Should the teams have the same point differential, points against will be the tiebreaker.

7. Should the teams still be tied after all tiebreakers have been exhausted, all tied teams will advance.

8. Once one team has broken from the tie, the tiebreaker process will start over.

9. Please see Section J, Article 7 for Sportsmanship requirements for playoff competition.

J. SPORTSMANSHIP AND SPORTSMANSHIP RATING SYSTEM

1. All Intramural Sports participants and teams are expected to conduct themselves in a sportsmanlike fashion before, during, and after each contest.

2. Participants and teams participate with the understanding and in cooperation with the intended Mission of the Intramural Sports program and Recreation Services department. Participants and teams who make a mockery of the game or do not participate in the natural spirit of the game will be removed and/or suspended from the program.

3. At the completion of each contest, the officials will subjectively evaluate each team and assign a Sportsmanship Rating. A team’s conduct will be evaluated before, during and after the contest and will include players, bench personnel and spectators.
4. Each team captain is responsible for the conduct of the individual members of his or her team, coaches, and spectators. The team captain and/or team may be liable to suspension for the actions of his or her team, coaches, and spectators.

5. Sportsmanship Ratings are defined as the following:

4 – Good Sportsmanship & Conduct: All players cooperate with staff, officials and the opposing team throughout the course of competition. Team member respectfully converses with officials, staff and/or opponents when needed. The captain has full control over teammates and himself/herself.

3 – Acceptable Sportsmanship & Conduct: Team members are in control throughout the contest. Sportsmanship and actions of team members are at acceptable levels for the contest. The team does not show any aggressive dissent towards officials, staff, or opponents, and the captain makes an attempt to control teammates or himself/herself.

2 – Below Average Sportsmanship & Conduct: The team defaults a scheduled contest, or demonstrates disrespect and verbal dissent towards officials, staff and/or opponents that may or may not result in sport specific conduct penalties. The team captain demonstrates moderate control over teammates or himself/herself.

1 – Poor Sportsmanship & Conduct: The team forfeits a scheduled contest, or team members continually exhibit disrespect and dissent towards officials, staff and/or opponents either on or off the playing surface and/or sidelines. The team captain demonstrates minimal control over the actions of his/her teammates or himself/herself. Additionally, the Recreation Services membership of the team captain will be suspended until he/she meets with the Intramural Sports Coordinator or designee.

0 – Unacceptable Sportsmanship & Conduct: The contest is stopped due to multiple unsporting acts and conduct. The team is completely uncooperative or shows no respect for staff, officials, and/or opponents. The team captain demonstrates no control over the actions of his/her teammates or himself/herself. Additionally, the Recreation Services membership of the team captain will be suspended until he/she meets with the Intramural Sports Coordinator or designee.

6. Any team that receives 3 unsportsmanlike penalties during a single contest will forfeit the match to its opponent. Repeated displays of poor sportsmanship will result in the team being ruled ineligible for participation and possible referral to the Vice Provost for Student Affairs for further discipline consideration.

7. In league sports, a team must have a ‘2.5’ or better Sportsmanship Rating during the regular season to be eligible for the playoffs, and must maintain a ‘2.5’ or better Sportsmanship Rating throughout the playoffs to continue competition. Please see Section I, Article 10 - 11 for additional playoff Sportsmanship procedures.

8. It is the team captain’s right to view his/her team’s Sportsmanship Rating after each contest. The Intramural Sports Supervisor will be able to provide the captain with this information immediately after the contest.

9. A team may appeal a Sportsmanship Rating in writing containing all relevant information to the Intramural Sports Coordinator by 12:00pm the next business day following the contest in question.

10. The situations listed will result in the following Sportsmanship Ratings being assigned:
    Game not played nor rescheduled due to inclement weather – No Score
    Team winning by forfeit or default – 4
    Team losing by default – 2
    Team losing by forfeit due to no show, lack of players, participation by ineligible players, or dropping below the minimum number of players needed to play due to an ejection – 1
11. The captain of a team who receives a ‘2’ Sportsmanship Rating during a playoff or tournament game in which their team wins must meet with the Intramural Sports Coordinator or designee prior to their next contest. Failure to do so will lead to their dismissal from the playoffs or tournament.

12. Any team receiving a ‘1’ or ‘0’ Sportsmanship Rating for a playoff or tournament game will be eliminated from competition regardless of the outcome of the game.

**K. DISCIPLINARY AND REINSTATEMENT PROCEDURES**

1. Contest participants or spectators who choose to follow unsportsmanlike practices before, during, or after a contest, whether directed towards staff, an official, an opponent, or a spectator may be ejected from that contest. The contest official(s), Intramural Sports Supervisor, or a Recreation Services Staff member may administer the ejection at any point before, during, or after the contest.

2. Players, coaches, or spectators ejected from any Intramural Sports contest for any reason must leave the playing facility immediately after providing their contact information, and are barred from all Intramural Sports activities until officially reinstated by the Intramural Sports Coordinator or designee.

3. If the ejected player, coach, or spectator does not provide their contact information, it is the captain’s responsibility to provide the necessary information. Failure to do so may result in a forfeiture of the contest and a possible player, captain, or team suspension.

4. A player who receives two unsportsmanlike penalties in football, two unsportsmanlike technical fouls or one flagrant foul in basketball, two yellow-cards or one red-card in soccer or volleyball, two major penalties in floor hockey, or the equivalent in any other event will be ejected from that contest.

5. Any player, coach, or spectator who is ejected from a contest will immediately have their Recreation Services membership suspended until he/she meets with the Intramural Sports Coordinator or designee.

6. **After a game has started, should a team drop below the minimum number of players needed to play due to an ejection, the game shall be terminated and a forfeit shall be declared.**

7. The Intramural Sports Coordinator will determine the period of any suspension after hearing from all parties involved. Appeals on disciplinary rulings may be made in writing to the Associate Director of Programs within 48 hours of original disciplinary ruling. The Associate Director will determine in what fashion he/she will hear the appeal.

8. A contest will automatically be stopped in the event that team members or spectators enter the playing surface without the consent of the Intramural Sports Staff. Penalties include, but are not limited to forfeiture of the contest, an unacceptable Sportsmanship Rating, or suspensions.

9. The Intramural Sports Staff reserves the right to 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 unsportsmanlike actions of both teams, the contest will be recorded as a forfeit loss for both teams.

10. Participants and spectators are expected to follow the Code of Student Rights and Responsibilities before, during, and after participation in the Intramural Sports Program.

11. Any participant who is believed to be under the influence of alcohol or drugs will not be permitted to participate or remain at the Intramural Sports event or site of event. Participants or spectators consuming alcohol and/or drugs, or who have consumed alcohol and/or drugs before a contest will risk forfeiture of the game and may be expelled from further play.
12. In accordance with The University of Kansas Alcohol & Drug Policy, Intramural Sports will forward all complaints of alcohol or drug use to the Vice Provost for Student Affairs.

13. In accordance with the Code of Student Rights and Responsibilities, Intramural Sports will forward all complaints of fighting to the Vice Provost for Student Affairs.

L. INCLEMENT WEATHER

1. In case of inclement weather, a determination on play will be made by 2:00pm the day of the contest Monday through Friday and by 10:30am on Saturday and Sunday. If a decision has not been made by the designated times, all decisions will be made by the Intramural Sports Supervisor at the playing site. Contests stopped at the game site due to lightning will not restart until 30 minutes after the last strike.

2. Information concerning cancellations and postponements will be recorded on the Recreation Information Line and can be obtained by calling 785.864.3456, and on the Intramural Sports website (IMLeagues.com).

3. Every effort will be made to reschedule cancelled contests, however it may not be possible to reschedule contests. At times, rescheduled contests may be played on a different day of the week or time than originally scheduled.

M. AWARDS

1. Winners of each event will receive Intramural Sports Champion t-shirts. Winning teams will receive one t-shirt per team member on the official roster up to a maximum of 15 shirts.

2. Team members not in attendance at distribution must come to the Intramural Sports Office to receive their Intramural Sports Champion t-shirt.

3. Each week, one program participant will be recognized as the Granada Player of the Week. This individual will receive two concert tickets to any one show of their choice at the Granada Theater.

INTRAMURAL SPORTS CONTACT INFORMATION

General Information (Program Manager’s Office) 785.864.0787
Recreation Services Weather Information Line 785.864.3456
Ambler Student Recreation Fitness Center Membership Office 785.864.1370
How much does it cost to play Intramural Sports?

Fees differ for each sport, ranging from $20, $10, to no charge for individual/dual and some tournaments - please see the Calendar of Events.

What happens if I forfeit a game?

If your team forfeits a game, the team captain will be automatically suspended and assessed a $10 Forfeit Fine that must be paid in order to become eligible again. During playoffs a forfeit will drop the team from the bracket.

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. Teams will still be accountable for the Forfeit Fine of the second forfeit. If a team fails to pay that second forfeit the team captain will become ineligible to participate until the fee is paid.

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

For league sports, teams may add an unlimited number of players to their roster at the game site during the entirety of the regular season or pool play. Teams may not add players to their roster at game site during the playoffs. Players joining the team at the game site will not be added to the official roster by the Intramural Sports Staff. It is the responsibility of the player to add himself/herself to the team’s official roster.

Teams may add players to their official team roster via IMLeagues at any point in the regular season or at any point in the playoffs. We encourage teams to invite league free agents to their team which are listed on the league page on IMLeagues. Be sure that they meet all eligibility criteria before adding them to your roster.

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

Schedules, brackets, standings, and other important information can be found online at IMLeagues.com/KU.

The Intramural Sports Staff has an open door policy and participants can call, email, or stop by at any time during general office hours. It is recommended that participants correspond with the sport program manager via phone or email (785.864.0787 and imsports@ku.edu).
ONLINE REGISTRATION INSTRUCTIONS

All KU intramural participants will be required to create an account on IMLeagues.com/KU

REGISTER HERE

IMLeagues.com offers a “Live Support” feature on the bottom right corner of all pages, please use this feature if you encounter any difficulties. If you continue to have difficulties, please contact the Intramural Sports Office at imsports@ku.edu or 785-864-0787.

To Create an IMLeagues Account:
1. Go to www.IMLeagues.com/KU and click Create Account in the top right corner
2. Enter your information. You must use your university issued email account (@ku.edu)
3. You will be sent an activation email. After receiving this email, click the link in the email to login and activate your IMLeagues.com account. (Make sure to check your Junk Mailbox if you cannot find the e-mail in your Inbox)
4. You should be automatically joined to the KU network

How to Register for an Intramural Sports Event:
1. Log into your IMLeagues.com account
2. Navigate to the University of Kansas page by clicking “University of Kansas” on the top of the page
3. Select the sport you would like to participate in
4. Click the “Register/Signup” button
5. There are four ways to create/join an Intramural Sports team:

1. Create a Team (For team Captains)
   a. Click the “Create Team” link and complete all necessary fields. After completing the Registration Quiz (if applicable), accepting the Release of Liability, entering your KU ID Number, and after creating a team, Captain’s Instructions will be emailed to you containing important information.
   b. Captains can invite members to their teams by clicking the “Invite Members to Your Team” link on the team page. All invited members must accept the invitation to be joined to your team. You may also customize your team page and interact with your team members on this page as well.

For team sports only: After meeting the required number of players on your roster, select the “Move Team” option from the “Captain” icon. For divisional sports, select a division for your team (i.e. Tuesdays @ 5:00pm). For sports that register at the league level, select the default division.
2. Request to Join a Team
   a. Select the sport which you are trying to join
   b. You may run a team name search at the top of the page, or find the team you wish to join from the league’s page, and click “Join Team”
   c. Complete the Registration Quiz (if applicable)
   d. Accept the Release of Liability, enter your KU ID Number and your phone number, then click “Submit”
   e. This will send a request to the team Captain, who must approve you as a team member before you will be considered a part of that team.
      Note: Please confirm with the Captain that he/she checks and approves this request promptly, as you will not be added to the roster until it has been approved.

3. Accept an Invitation to Join a Team
   a. If the Captain has invited you to join his/her team, click on the link in the email from IMLeagues.com.
   b. Complete the Registration Quiz (if applicable)
   c. Accept the Release of Liability, enter your KU ID Number and your phone number, then click “Submit”

4. Join as a Free Agent
   a. Accept the Release of Liability, enter your KU ID Number and your phone number, then click “Post Listing”
   b. This will add you to the Free Agent list for the respective sport. You may list yourself as a free agent in as many divisions within a league (if applicable) as you would like on IMLeagues.com
      Note: Joining as a free agent does not guarantee you will be on a team
EMPLOYMENT OPPORTUNITIES

The Intramural Sports Program employs approximately 100 University of Kansas students every year. Advantages for working with us include: flexible scheduling; convenient job location; meeting many new people; being involved with sports; earning extra money; and taking pride in one’s campus activities! Come be a part of the action!

INTRAMURAL SPORTS OFFICIAL

Responsible for effectively officiating Intramural Sports contests and the general safety of the participants. Must attend officials’ meeting and clinic(s). Must be knowledgeable in general Intramural Sports policies and procedures. An official will work mainly afternoon / evening hours Monday-Friday, various weekend hours, with possible early morning hours. Duties include but are not limited to the following:

- Pregame court / field set up
- Unbiased decisions based on training for that particular sport
- Verify score of all games worked with signature
- Check out equipment / jersey to teams
- Assist officials / supervisors in any matters concerning game worked
- Possible assistance with special events and field maintenance
- Begins at $8.35

INTRAMURAL SPORTS SUPERVISOR

Responsible for on-site supervision and administration of the various Intramural Sports activities. Supervision will include multiple activities that can occur simultaneously. Must have a comprehensive knowledge of team sport and individual / dual activities and experience as an official at KU or similar situation. A supervisor will work mainly afternoon / evening hours Monday-Friday, various weekend hours, with possible early morning hours. A supervisor must be certified in CPR and Basic First Aid or become certified within two weeks after being appointed. Must have a valid driver’s license to operate a state-owned vehicle. Must be present at supervisor and staff meetings. Duties include but are not limited to the following:

- Check out equipment / supplies to officials
- Structuring and organizing activities for participants
- Completing daily supervisory report and forms
- Implementing risk management and first aid procedures when necessary
- Provide leadership during injuries, rule protests, disciplinary matters, rule interpretation, and facility conflicts
- Assist in the training / evaluation of officials through meetings, clinics, and field experience
- Occasional field maintenance and office work
- Pass all written official proficiency examinations with score of 90% or better
- Utilize university communication devices
- Begins at $8.50
INTRAMURAL SPORTS PROGRAM MANAGER

Assist Program director in programming for and administration of the Intramural Sports Program. Program Managers will work mainly day time hours Monday-Friday, with some evening, and various weekend hours and must be computer literate. Program Managers will not exceed 30 hours per week. Program Managers must be certified in CPR and basic First Aid or become certified within two weeks after being appointed. Involvement with national recreation or similar organizations encouraged but not required. Must have a valid driver’s license to operate state-owned vehicles. Must be present at Intramural Sports Supervisor staff meetings. Duties include but are not limited to the following:

- Development of Policies and Procedures
- Facilities scheduling
- Personnel scheduling
- Implementation of payroll procedures
- Complete administration of assigned sports
- Identify and revise appropriate playing rules for activity
- Create league sheets for instant scheduling
- Create and distribute playing schedule
- Maintain season and tournament standings
- Communicate with staff regarding activities
- Report and reply to incidents of unsportsmanlike conduct through established methods
- Conduct informal evaluations of supervisors / officials
- Prepare sport evaluation
- Create sport summary folder
- Risk and first aid management
- Acquisition of supplies and equipment
- Budgetary process
- Utilize University communication devices
- $9.00 per hour depending on experience

Please stop by our office in Room 208 in the Ambler SRFC for more information about these jobs or call 785-864-0787.
INTRAMURAL SPORTS CONTACT INFORMATION

INTRAMURAL SPORTS OFFICE
Ambler SRFC, Room 204

PROGRAM MANAGERS – SPORTS
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INTRAMURAL SPORTS COORDINATOR
Jon Randle
Room 204 Ambler SRFC
jonrandle@ku.edu
(785) 864-3270

INTRAMURAL SPORTS WEBSITE
www.IMLeagues.com/KU

RECREATION/WEATHER INFO LINE
(785) 864-3456
Updated after 2:00pm M-F & 10:30am on weekends