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Overview

Our Mission
The CWRU Intramural Sports Program serves the students, faculty, and staff at Case Western Reserve University. We are committed to offering a wide variety of recreational activities for people of all skill levels and interests. Our qualified staff strives to provide a fun, yet structured environment while focusing on the health, safety and developmental needs of all Intramural participants.

Intramural Sports Program Staff

Amy Backus  
Athletic Director

Pat Kennedy – Secondary Contact  
Director, Intramural and Club Sports  
216.368.3874  
pdk@case.edu

Daniel Conway – Primary Contact  
Assistant Director, Intramural and Club Sports  
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imsports@case.edu

Intramural Sports Office

B43 Veale Athletic Center  |  Monday–Friday  |  10:30am–4:30pm (or by appointment)

Assumption of Risk
Activities through the Intramural Sports Program may present the inherent possibility or risk of injury. Participation in the Intramural Sports Program is voluntary; individuals assume responsibility for their own health and safety. All individuals who intend to participate in vigorous sports should, for their own protection, have a physical examination to determine that they are physically able to participate. It is the responsibility of each participant to know their own physical limits. Medical insurance, which would cover expenses incurred in the event of injury, is strongly recommended. Everyone participates at their own risk.

Media Release
Participants and bystanders of the Intramural Sports Program are subject to photography and/or video recordings for marketing and promotional purposes. Please contact the Assistant Director if you have any additional questions or concerns.

Zero-Tolerance Policy
The Intramural Sports Program has a zero-tolerance policy for vulgar, demeaning, derogatory, or sexually explicit actions. This includes, but is not limited to, the following: race, gender, religion, age, sexual orientation, ethnicity, socioeconomic status, social or political beliefs, etc.

Alcohol and Drug Use
The use of alcohol and/or drugs is not permitted at any Intramural Sports Program activity. Team captains are responsible for the actions of team members and/or fans.

If alcohol and/or drugs are present at Intramural Sports Program activities, the contest will not be played and will be ruled a forfeit. Participation under the influence of alcohol and/or drugs will result in immediate ejection from contest.

All beverages are subject to be checked by the Intramural Sports Program staff. Failing or refusing to forfeit beverage will result in immediate ejection from contest.

All violations will be subject to further disciplinary action including, but not limited to: suspension from Intramural Sports Program activities and a referral to the Office of Student Conduct and Community Standards.
Eligibility

Team Captains, Chairperson and individuals are responsible for verifying the eligibility of all Intramural Sports Program participants. Please contact the Assistant Director if you have any additional questions or concerns before participating.

**Full Time Students**
CWRU students that pay full-time tuition are eligible to participate in the Intramural Sports Program. A valid CWRU picture ID must be presented for access into facilities.

**Part Time Students**
CWRU students that do not pay full-time tuition are not eligible to participate in the Intramural Sports Program.

**Faculty/Staff Members**
CWRU faculty and staff members are granted full access to athletic facilities and are eligible to participate in the Intramural Sports Program. This includes any full-time employee, retirees, and emeritus faculty/staff members. A valid CWRU picture ID must be presented for access into facilities.

**Alumni**
CWRU alumni are not eligible to participate in the Intramural Sports Program (unless they are also a current full-time student, faculty or staff member).

**Spouses**
Spouses of eligible CWRU undergraduate and graduate students, faculty or staff members are not eligible to participate in the Intramural Sports Program.

**Varsity Athlete**
CWRU varsity athletes (active and medical hardship) are eligible to participate in the Intramural Sports Program. However, varsity athletes are not eligible to participate in their equivalent, or similar, sport or event for a period of one (1) academic year.

If an active intercollegiate or medical hardship athlete’s competition season is in the fall semester, that varsity athlete is not eligible to participate in the Intramural Sports Program in their equivalent, or similar, sport or event until the following fall semester.

If an active intercollegiate or medical hardship athlete’s competition season is in the spring semester, that varsity athlete is not eligible to participate in the Intramural Sports Program in their equivalent, or similar, sport or event until the following spring semester.

Varsity athletes include, but are not limited to, active, medical hardship and/or practice squad athletes.

**Club Sports**
CWRU club sports athletes are eligible to participate in the Intramural Sports Program. However, an intramural team shall not have more than three (3) club sports athletes in their equivalent, or similar, sport or event playing at the same time.

<table>
<thead>
<tr>
<th>Varsity</th>
<th>Intramural Equivalent</th>
<th>Club Sports</th>
<th>Intramural Equivalent</th>
</tr>
</thead>
<tbody>
<tr>
<td>Baseball</td>
<td>Wiffleball / Softball</td>
<td>Club Badminton</td>
<td>Badminton</td>
</tr>
<tr>
<td>Basketball</td>
<td>Basketball / 3v3</td>
<td>Club Hockey</td>
<td>Floor Hockey</td>
</tr>
<tr>
<td>Football</td>
<td>Flag Football</td>
<td>Club Soccer</td>
<td>Indoor/Outdoor Soccer</td>
</tr>
<tr>
<td>Soccer</td>
<td>Indoor/Outdoor Soccer</td>
<td>Club Table Tennis</td>
<td>Table Tennis</td>
</tr>
<tr>
<td>Softball</td>
<td>Wiffleball / Softball</td>
<td>Club Ultimate</td>
<td>Ultimate</td>
</tr>
<tr>
<td>Swimming &amp; Diving</td>
<td>Swim Meet</td>
<td>Club Volleyball</td>
<td>Volleyball</td>
</tr>
<tr>
<td>Tennis</td>
<td></td>
<td></td>
<td>Tennis</td>
</tr>
<tr>
<td>Volleyball</td>
<td></td>
<td></td>
<td>Volleyball</td>
</tr>
</tbody>
</table>
**Professional Athlete**
Any participant that is ineligible for intercollegiate athletics because of professional (or loss of amateur) status is not eligible to participate in the Intramural Sports Program in their equivalent, or similar, sport or event. The Department of Physical Education and Athletics faculty and staff members are exempt from this restriction.

**Identification Policy**
All participants in the Intramural Sports Program must show their CWRU ID card (Driver’s License or Passport) to participate in any contest or event. Students are required to carry their CWRU ID Card at all times while on campus. If either the name or picture is not legible by the Intramural Sports Program student supervisor or staff, the ID will not be accepted, and that participant will not be permitted to play. Failure to provide proper identification or providing false identification will result in an automatic suspension from the Intramural Sports Program, confiscation of CWRU ID Card and that individual will be subject to further university punishment in the Office of Student Conduct and Community Standards.

**Coaches and Non-Players**
Only eligible members on a team roster are permitted in the designated team areas. Each team may have one (1) coach, not “in uniform”, in the designated team area provided the coach is on the team roster. Coaches must also adhere to the Identification Policy above.
Leagues and Divisions

Recreational
Recreational divisions are intended for teams to compete in a more relaxed environment. These are typically not as experienced or more beginner teams that are not focused on winning.

Competitive
Competitive divisions are intended for teams to compete in a more competitive environment. These are typically teams with above average abilities that are focused on winning.

Greek
Greek leagues are intended to have active members and/or pledges of fraternities or sororities compete against each other. Teams entered in this league must include the fraternity or sorority name they are representing at time of registration.

Open
Open leagues are intended to have all genders compete with and against one another; roster limitations and in-play restrictions do not apply.

Residence Halls
Residence Hall leagues are intended to have first and second year students living in a residence hall compete against each other. Teams entered in this league must include housing unit name they are representing at time of registration.

Co-Rec
Co-Rec leagues are intended to have all genders compete with and against one another; roster limitations and in-play restrictions apply.

Insufficient Registration
In the event that any league has an insufficient number of teams registered by the deadline, the Intramural Sports Program staff may combine similar leagues together to maximize participation.

Greek Organization Restrictions
Greek Organizations will be restricted from registering more than two (2) teams in each league. If extra teams are available a Mullet League will be created. Otherwise, additional teams must register in the Open Leagues. This will not affect the individual eligibility requirements.

Activity Format

Leagues
League format will allow teams to participate in a three (3) week regular season followed by a single-elimination playoff tournament (if eligible).

Events
Event format is a one (1) day special event that will most likely follow a tournament format.

Multiday Events
Multiday format is a one (1) day special event that occurs on consecutive days that will most likely follow a tournament format.

Tournament
Tournament format will allow teams to participate in a single-elimination tournament. Teams that lose their first game may qualify to be placed in a consolation bracket.

The difference between this format and a double-elimination tournament is that any subsequent lose after your first game will result in elimination. Also, participants in the consolation bracket cannot play back into the championship.

**Scheduling, seeding and matchups for all activities are done at random.**
Teams

Participation
The Intramural Sports Program limits the number of teams a participant may compete on. In a single sport or event, participants are limited to one (1) single gendered team and one (1) co-rec team

Male participants may compete on the following:
- One (1) Co-Rec Team
- One (1) Greek Team OR
- One (1) Open/Other** Team

Female participants may compete on the following:
- One (1) Co-Rec Team
- One (1) Greek Team OR
- One (1) Open/Other** Team

**Other teams may include, but are not limited to, the following: residence halls, fraternities, sororities, or academic departments. Please contact the Assistant Director if you have any additional questions or inquiries

Competing on Multiple Teams
Participants may only play on multiple teams within a sport or event if both teams are in separate leagues. Participants may not play on multiple teams within the same league or switch teams after playing for one. Participants establish eligibility with a team by registering on that team’s roster. Should a participant play for more than the allowable number of teams, their eligibility lies with the team they registered for first unless approved by the Intramural Sports Program staff

Roster Limitations
All team sports and events will have no roster limitations. All additions of eligible participants must be made online. Additions to rosters can be made until the end of the regular season. No additions will be approved for playoffs

Ineligible Participation
All teams or individuals allowing ineligible participants will forfeit competition, regardless of outcome, and the remainder of the season, tournament or event. Other penalties for ineligible participants will be dealt with by the Intramural Sports Program staff

Team Names
Intramural Sports team names must be appropriate because they may be used on social media and in promotions and/or advertisements. Team names should not include the following:
- Profanity or foul language
- Sexually explicit language
- Reference to any alcohol or drugs
- Reference to any race, nationality, religion, disability, sexual orientation, political affiliation, etc.
- Any connotation of the above

Please use proper judgement when selecting team names and uniform artwork. Please contact the Assistant Director if you have any questions on content or wording

The Intramural Sports Program staff reserves the right to change any team name that is deemed inappropriate or offensive
**Payments**

The Intramural Sports Program has both free and paid sports, tournaments and/or events that are offered throughout the academic year.

**Paid Leagues**
For major sport leagues, with a regular season and playoff tournament, a $20 fee will be collected at the time of registration. If a team competes in all of their scheduled contests, the $20 fee may be refunded. However, if a team forfeits one of their scheduled contests, the $20 fee will not be refunded, but will serve as the team’s forfeit fee allowing them to continue without any other penalty.

Other events, such as bowling and golf, will have registration fees associated with them due to the need to renting space.

**Free Leagues**
For other sport leagues, tournaments, or events, participants will be able to compete at no additional cost. These are typically more relaxed (for fun) leagues where teams will call their own fouls/penalties.

**Payment Methods**
All payments may be made online at IMLeagues.com/case (debit or credit card) or by visiting the Intramural Sports Office (cash or checks).

Checks may be made payable to “CWRU” or “CWRU Intramural Sports”.

**Entry Procedure**

IMLeagues.com is the host site for all registration and scheduling for the Intramural Sports Program. All teams and individuals are required to use this site to sign up for league and event activities. Participants are required to register online and sign in for their team prior to playing in their first scheduled game.

If you are experiencing any problems or issues with registration please contact the Assistant Director for help. However, please do not wait until the last minute to register your team. Deadlines for registration and details can be found on the Intramural Sports Program Calendar.

**How to Register a Team**
In order for a team to register on IMLeagues.com a member must first be designated as the captain of the team. That individual should then follow the process outlined below once registration has opened for a particular league and/or event:

- Click on the sport and/or event they are interested in creating a team for
- Select “Create Team”
- Complete Captain’s Quiz (if applicable)
- Select appropriate team name (see Team Names for guidelines)
- Upload or select logo (if applicable)
- List Captain’s phone number
- Invite participants to join team (minimum team requirement must be met by registration deadline)
- Pending teams will be placed on a Waitlist
- Submit payment to complete registration process (if applicable)

**Free Agents**
Individuals looking for a team should create a profile on IMLeagues. Once a profile is live, participants should select the sport, league, and division to join, then select “Join as Free Agent” in the upper right corner.

Individuals may also join a specific team that is looking for additional players by selecting the “Join Team” tab under the “Register” button.
The key to a successful Intramural Sports Program is the actions of active team captains. Team captains should represent their team and/or organization to the best of their abilities.

Responsibilities and Expectations
Team Captains – Responsibilities and expectations include, but are not limited to, the following:

- Complete online registration process prior to deadline
  - Including captain’s quiz and registration fee (if applicable), etc.
- Invite participants to join team
  - Participants should be on the roster prior to checking-in for first scheduled game
- Inform all team members of game time(s) and location(s) for every scheduled event
  - Check IMLeagues and CWRU email daily for changes or communications from the Intramural Sports Program staff
- Inform all team members of the Intramural Sports Program policies and procedures
  - Including forfeits, IDs, alcohol and drugs equipment restrictions, etc.
- Inform all team members of rules for games, tournaments and events
- Represent, or find a knowledgeable replacement, for team at playoff meetings (if applicable)
- Team captain should be the only team member to meet and discuss with on-site Supervisors
- Verbal or physical abuse of Intramural Sports Program supervisors will not be tolerated

Captain’s Quizzes
Some sports may include a mandatory captain’s quiz as part of the registration process. The purpose of this quiz is to educate the team captain on participation, eligibility, policies and procedures, conduct, sportsmanship, and sport specific rules.

Playoff Meetings
Some sports may hold a playoff meeting at the end of the regular. While these meetings are not mandatory, attendance is highly recommended. Meetings will be held to seed and schedule the playoffs for that sport or activity. Changes to game slots after a playoff meeting may not be available. Playoff meeting information will be on the Intramural Sports Program Calendar and communicated through IMLeagues and/or CWRU email.

Web Etiquette
Any comments, pictures, or postings deemed inappropriate on IMLeagues by the Intramural Sports Program staff are subject, but not limited to, the following:

- Deletion of posted materials
- Suspension or removal of individual or team from leagues, tournaments, or events
- Deletion of IMLeagues account of offending individual
- Referral of individual or team captain to the Office of Student Conduct and Community Standards or Human Resources
Equipment

Basic game equipment is provided by the Intramural Sports Program. The use of illegal equipment is grounds for removal from contest and/or program.

Attire

Individuals failing to wear proper attire are not permitted to take part in Intramural Sports leagues, tournaments, or events. Shirts must also be worn at all times, including under provided CWRU pinnies.

Footwear

Individuals failing to wear proper footwear are not permitted to take part in Intramural Sports leagues, tournaments, or events. Metal cleats (outdoor) and black-sole marking shoes (indoor) are not permitted.

Jewelry

Jewelry is not permitted in any Intramural Sports Program leagues, tournaments, or events. Captains are responsible for communicating this to team members. Taping and/or covering of jewelry is not permitted.

Please view the list below for common items:

Approved
- Sweatbands
- Bands to control hair (rubber, cloth or elastic)
- Braces (knee or ankle) that are unaltered from manufacturer’s original design and do not require additional padding

Not Permitted
- Hats, bandanas, or do-rags
- Beads, barrettes, or bobby pins
- Guard, cast, or brace made of hard and unyielding leather, plaster, pliable plastic, metal or any other hard substance
- Exposed zippers, metal snaps, or exposed metal on clothing and/or equipment

** Knee and ankle braces that are altered from the manufacturer’s original design/production shall be permitted as long as they are soft and yielding or all exposed metal and other hard parts are padded with at least ½-inch foam rubber (or ¼ inch closed cell, slow recovery foam rubber)

** Shin guards and mouthpieces are not required, but they are highly recommended for most sports.

** Medical or religious medallions must be removed, taped, or sewn under the uniform.

Please contact the Assistant Director if you have any additional questions or concerns about jewelry or equipment.

Lost and Found

Items found or left during Intramural Sports Program activities will be taken to the Veale Athletic Center lost and found, located in the Issue Room. Items will be donated within a month of arrival. To reclaim an item please have a basic description of what was lost (color, size, etc.).

Uniforms

Some sports may need teams to wear matching (or similar) colored shirts to distinguish teams. It is highly recommended that teams bring a white shirt and a colored shirt to each game to serve as the team uniform. Team members are not required to have the same color of colored shirt. Please avoid grey or yellow shirts as they could fall under either team.

Offensive language or graphics are not permitted on team uniforms. Teams that arrive to scheduled games without uniforms will need to borrow pinnies provided by the Intramural Sports Program.

The following sports should have separate colored uniforms:

- Basketball
- 3v3 Basketball
- Flag Football
- Floor Hockey
- Indoor Soccer
- Outdoor Soccer
- Team Handball
- Ultimate

Please contact the Assistant Director if you have any additional questions or concerns about uniforms.
Cancellation

In the event a team is unable to make their scheduled contest, captains have two options. They can either try to reschedule the game (if available) or cancel.

Cancellation Procedure

In order to cancel a contest, and avoid the $20 forfeit fee, the following procedure must be followed:

- The team captain must initiate cancellation process through IMLeagues
- Select “Cancel” in the game window of the desired contest
- Provide reason for cancellation request (ex. not enough players), and submit

Deadline

The deadline for cancellation requests is 3:00 pm (day-of) for games played Monday–Thursday, and 10:00 pm (Saturday) for games played on Sunday. The Intramural Sports Program staff will reject cancellation requests made after the deadline.

Cancellation requests are not official until approved by the Intramural Sports Program staff through IMLeagues. It is the responsibility of the team captain to check on the status of cancellation requests.

Inclement Weather

Activities may be postponed or cancelled due to inclement weather or other unforeseen circumstances. If this occurs, information will be posted on social media, and a notification will be sent through IMLeagues.

- Cancellations due to inclement weather, during the regular season, will be scored as a tie, not counted as default, and not rescheduled
- Cancellations due to inclement weather, during the playoffs, will be pushed back to the next playable day, and played as scheduled

If activities get postponed or cancelled due to weather, the fields should be considered “closed” and not used.

University Closure

If at any time the University is closed due to weather or other related emergencies, all Intramural Sports Program activities (indoor and outdoor) will be cancelled accordingly.

Rescheduling

In the event a team is unable to make their scheduled contest, captains have two options. They can either cancel or try to reschedule the game (if available).

Rescheduling Procedure

In order to reschedule a contest, and avoid the $20 forfeit fee, the following procedure must be followed:

- The team captain must initiate reschedule request process through IMLeagues
- Select “Reschedule” in the game window of the desired contest
- The team captain must find a proposed make-up slot from the available options provided
  - Make-up slots are not guaranteed to be available for all activities
- Send reschedule request with proposed changes to opposing team captain
- The opposing team captain must accept the proposed reschedule request by deadline
  - Opposing team captains do not have to accept reschedule request

Deadline

The deadline for reschedule requests is 3:00 pm (day-of) for games played Monday–Thursday, and 10:00 pm (Saturday) for games played on Sunday. The Intramural Sports Program staff will reject reschedule requests made after the deadline.

Reschedule requests are not official until approved by the Intramural Sports Program staff through IMLeagues. It is the responsibility of the team captain to check on the status of cancellation requests.
**Defaults**

In the event a team captain has successfully completed the cancellation request, and it has been approved by the Intramural Sports Program staff, the game shall result in a “Default”

Defaulted games, during the regular season, will be recorded as a loss for the team that submitted the cancellation request. After two (2) defaults, a $20 forfeit fee will be assessed, and the offending team will be suspended until the fee is paid

Defaulted games, during the playoffs, will be recorded as a loss for the team that submitted the cancellation request, and that team will be dropped from the playoff bracket

**Forfeits**

All teams are expected to be ready to play at the start time of their scheduled contest(s). Any team failing to report to participate at their scheduled contest(s) will result in a “Forfeit”

Forfeited games, during the regular season, will be recorded as a loss for the team that fails to participate, and a $20 forfeit fee will be assessed, and the offending team will be suspended until the fee is paid

- For leagues that require a registration fee (see Paid Leagues), the $20 fee will not be refunded, but will serve as the team’s forfeit fee allowing them to continue without any other penalty

Forfeited games, during the playoffs, will be recorded as a loss for the team that fails to participate, and a $20 forfeit fee will be assessed, and the offending team will be suspended until the fee is paid

Teams receiving two (2) forfeits in a single sports season will be removed from the schedule and ineligible for the playoffs

**Forfeit Fee**

The Intramural Sports Program will assess a forfeit fee to all teams that forfeit contests. The first forfeit will result in a $20 forfeit fee. When the team captain is notified of the fee, they will have until their next scheduled contest to pay the fee**

** For leagues that require a registration fee (see Paid Leagues), the $20 fee will not be refunded, but will serve as the team’s forfeit fee allowing them to continue without any other penalty

The second forfeit will result in forfeiture of the league and that team will no longer be able to participate

These fines are designed to stabilize Intramural Leagues and reduce the number of forfeits by requiring a financial commitment from each team thus providing incentive to show up and play

**Types of Forfeits**

The following list includes, but is not limited to, reasons a team is assessed a forfeit:

- **No Show** – A team does not have the required minimum number of players to participate at their scheduled game time
- **Ineligible Player** – A team uses an ineligible player to participate in a scheduled contest (see Eligibility and Participation)
- **Sportsmanship** – A contest is ended by the Intramural Sports Program staff for reasons or issues related to sportsmanship (see Sportsmanship and Conduct)
- **Web Etiquette** – A team posts material on IMLeagues or to social media that is deemed to be in violation (see Web Etiquette)
**Default vs. Forfeit**

<table>
<thead>
<tr>
<th>A team that legally defaults will receive a loss in the league standings, not a forfeit. Default vs. Forfeit What is the Difference?</th>
<th>DEFAULT</th>
<th>FORFEIT</th>
</tr>
</thead>
<tbody>
<tr>
<td>My team cannot play a scheduled game and I cancelled the before 3:00PM the day of the contest; I will receive a…</td>
<td>YES</td>
<td>NO</td>
</tr>
<tr>
<td>My team simply does not show up for a scheduled game and the other team and on-site Supervisors are waiting to play, I will receive a …</td>
<td>NO</td>
<td>YES</td>
</tr>
<tr>
<td>My team must pay a Forfeit Fee to be reinstated and eligible for the playoffs if we…</td>
<td>NO</td>
<td>YES</td>
</tr>
<tr>
<td>I will be removed from the league if my team receives 2…</td>
<td>NO</td>
<td>YES</td>
</tr>
<tr>
<td>If I do not have enough players to start a game at game time, my team will receive a…</td>
<td>NO</td>
<td>YES</td>
</tr>
<tr>
<td>If my team cannot make a game, it is a common courtesy to the Intramural Sports Program staff, on-site Supervisors and the opposing team if I…</td>
<td>YES</td>
<td>NO</td>
</tr>
</tbody>
</table>
**Discipline**

Safety of all participants, coaches, and/or spectators is the number one priority of the Intramural Sports Program. Because of this, the following disciplinary structure has been implemented to better serve everyone involved.

**Ejection**

Any participant, coach, and/or spectator ejected from an Intramural Sports Program activity, for any reason, must leave the playing area immediately after necessary information is collected by on-site Supervisors.

Failure to leave the area may result in forfeiture of the contest for the team of the ejected participant.

**Suspension**

Any participant, coach, and/or spectator ejected from an Intramural Sports Program activity, for any reason, is immediately suspended from further activities in the Intramural Sports Program until a meeting with the Assistant Director has been held.

A meeting must be set up with the Assistant Director in order to be reinstated.

Incidents involving physical abuse (fighting) between any participants, coaches, and/or spectators may be referred to the Office of Student Conduct and Community Standards.

**Sportsmanship**

All participants, coaches, and/or spectators are encouraged to compete to the best of their abilities, but cheating, verbal and physical abuse, and a win-at-all-cost attitude are considered inappropriate. Having these principles of good sportsmanship is necessary to facilitate the spirit of competition.

Any team exhibiting poor sportsmanship will be reported to the Assistant Director, and the captain will be notified of this behavior.

**Playoff Eligibility**

Any team having more than one (1) sportsmanship referral deemed credible during the regular season will not be eligible for the playoffs.

Any team having one (1) sportsmanship referral deemed credible during the playoffs will be eliminated from further contests.

**Unsportsmanlike Conduct**

Unsportsmanlike conduct includes, but is not limited to, the following:

- Arguments with any participants, coaches, spectators, officials, on-site Supervisors, and/or Intramural Sports Program staff
- Use of profane or derogatory language before, during, or after an activity
  - Including “trash talking”
- Use of verbal or physical abuse before, during, or after an activity
  - Including a strike, push, trip, flagrant or egregious foul, or other threatening actions
- Use of an ineligible participant in an Intramural Sports Program activity
- Mistreatment of facility, equipment and or supplies of the Intramural Sports Program, Department of Physical Education and Athletics, and Case Western Reserve University

**Appeals**

Following the imposition or a penalty or ruling, the captain may appeal to the Assistant Director, in writing, by 5:00 pm of the next regular business day following the ruling. During the period of the appeal, all penalties imposed will remain in effect.
Protests

All protests must be submitted, at the time of the infraction, to the on-site Supervisor. If the captains are unable to resolve the issue, the on-site Supervisor may provide an interpretation prior to the next live play. If the team continues to play beyond this point, the protest will not receive consideration.

Protests may be made on a rule interpretation or the use of an ineligible participant. No protests will be accepted on the grounds of a judgement call made by an official or supervisor.

Rule Interpretation
If a protest is to be made regarding a rule interpretation, the procedure below shall be followed:
- If a team feels a misinterpretation of a rule has occurred, the team captains shall calmly meet, and quickly resolve the issue.
  - If the game is being officiated, the captain shall call a time-out and inform the official of the protest.
- If the captains are unable to quickly resolve the issue, the on-site Supervisor shall provide an interpretation of the rule prior to the next live play.

All decisions of rule interpretation, made by the on-site Supervisor, are final.

Ineligible Participant
If a protest is to be made regarding the use of an ineligible participant, the procedure below shall be followed:
- Before the contest starts, notify the other team captain and on-site supervisor, that a protest will be made.
- A team must protest (a) specific individual(s).
- If a participant is found to be ineligible, that team will default all contests in which the ineligible participant played.
- If a participant is deemed to be ineligible after the protest deadline, that participant will be unable to play in future contests. However, the team will not incur a default.

Deadline
The team captain must file a formal protest with the Assistant Director no later than 10:00 am of the next regular business day following the contest. The Intramural Sports Program staff will gather necessary information and rule on the protest no later than two (2) business days. During playoffs, the ruling the following day. The ruling will be sent, in writing, to the team captain.

All decisions of ineligible participants, made by the Intramural Sports Program staff are final.

Please contact the Assistant Director, or visit the Intramural Sports Office, if you have any additional questions or concerns regarding the 2016-2017 Intramural Sports Handbook.