

NORTHWEST UNIVERSITY

INTRAMURAL SPORTS PROGRAM HANDBOOK

Mission Statement

Northwest University Intramural Sports Program shall promote the concept of an athletic ideal that encourages the quest for excellence, good sportsmanship, an active lifestyle, wellness, and friendship.

Function

Recreational activities and competitive sports are a valuable part of a liberal arts education. These physical activities are part of a life-long learning process and complement the academic, artistic, and spiritual knowledge gained at Northwest University. The intramural program desires to provide activities of interest to the Northwest Community. The goal is for every individual to participate in an activity of his/her choosing in so far as facilities and equipment permits. The program is committed to offering diverse sports/activities specifically designed to fit the needs of the Community. The program is also designed to enhance student development by providing another avenue for leadership training.

Objectives

1. To provide wholesome and healthy activities for recreation and relaxation from rigorous academic life and the rapid pace of modern society for students, faculty and staff at Northwest University.
2. To provide an opportunity to develop true sportsmanship. The program is designed to teach and reinforce true sportsmanship behavior on and off the playing fields.
3. To provide an opportunity to learn the important values developed through team spirit and cooperation.
4. To provide an opportunity to belong to a group and construct new social networks.
5. To provide a safe environment, both physically and emotionally, in which those of all levels of athletic ability may participate.
6. To provide opportunity for growth in knowledge of God through appreciation of his creation.

POLCIES AND PROCEDURES

Code of Ethics

Northwest University is a true believer in the NAIA's Champions of Character Program. In keeping with this it is expected that all those participating in intramural activities show respect for the players, fans and officials of all activities.

1. True sportsmanship is expected throughout all competition by participants and spectators alike regardless of the outcome of the contest.
2. Each participant is expected to abide by University policies as stated in the Community Handbook.
3. All outcomes and interpretations from sports officials and intramural staff should be accepted as final.
4. No harassing or humiliating remarks shall be made at any time to players, intramural staff or sports officials. An example of this type of remark includes, but is not limited to, swearing, being excessively loud or using derogatory language that undermines an official's authority.
5. NO FIGHTING or actions that resemble fighting!
6. Players, teams, spectators and intramural staff will work together to produce fair and lawful contests, living up to the spirit of the activity as well as to the letter of the rules.

Application of the Code

1. All infractions are subject to sanctions from the Athletic Department and/or the Student Development Office.
2. Intramural staff, sports officials and participants of any intramural activity or contest are expected to report all infractions of the Code of Ethics in writing on the back of an intramural **game day score sheet** immediately upon the completion of a game or activity.
3. If a player or spectator commits an infraction of the code, the individual(s) will minimally receive a verbal warning and an incident notation will be written on the back of that game day score sheet.
4. Individual player(s) risk possible expulsion from an intramural game if their offending conduct continues or additional infractions occur during that intramural game. Once an expulsion has occurred that individual is suspended for the remainder of the current game and from the next intramural game for their team.
5. When an individual has been suspended from three intramural games during an academic year, he/she will automatically be ineligible from further intramural activities for the remainder of that academic year.
6. Any fighting between opposing players will result in immediate expulsion from the game in which the fight took place and suspension from the remainder of the intramural semester, pending an investigation of the incident by the Intramural Director and the intramural student supervisory staff. The offending team(s) will also forfeit that game. The team captain will be responsible for meeting with the Intramural Director before the team will be allowed to play again. It is the captain's responsibility to arrange this meeting.

Team Captains

The captain assumes the role of liaison between the intramural student supervisors and his/her team. The responsibilities of captains are as follows:

1. Acquaint all team members with the Intramural Policies and specific league or game rules which govern participation in a particular activity.
2. Ensure that all members of his/her team are eligible and have submitted the **Assumption of Risk; Release of Liability; Indemnification; Publicity Release** form. This includes checking to make sure the official team roster contains printed names, email addresses, correct student ID #'s, and signatures of each team member.
3. Assure that his/her team is present and ready for play at all scheduled game dates, times and places. This includes notifying team members of changes made to the league schedule of any regular or post-season games.
4. Be responsible for the conduct and actions of his/her players and fans clearly associated with their team both on and off the playing field/court during intramural game days and times.
5. Cooperate fully with the intramural staff and sports officials with regard to score, line-up and other required information pertinent to the each intramural game. This shall include checking the official rosters for eligibility.
6. Be responsible for attending mandatory captains' meetings.

Forfeits

1. If a team fails to appear at the playing area with the minimum starting line-up at the time indicated on the schedule, the game shall be forfeited. Game time is forfeit time.
2. A forfeit will occur if the game needs to be stopped by an intramural staff person or sports official for blatant disregard for the specific game rules or intramural policies and/or a lack of respect for the intramural staff, sports officials and the opposing team. The team will also be suspended from further competition in that activity until appropriate team members have met with the Intramural Director.
3. A forfeit will occur if the game needs to be stopped due to a loss of player(s) during the match such that a team falls under the required minimum number of players. Under appropriate circumstances (determined by the intramural Supervisors), a team may continue to play if they fall below the required minimum number of players.
4. If a team must withdraw from a league for any reason, the captain must notify the Intramural Director that they will no longer be able to participate.

Equipment

The intramural staff will provide field and court markings as well as scoring and game equipment as needed. Teams and participants are required to furnish their own personal equipment. Appropriate footwear for all contests is mandatory and should follow these guidelines:

Indoor Activities- Non-marking rubber soled shoes should be worn at all times during play. Absolutely no street shoes, turf shoes, sandals or bare feet.

Outdoor Activities- Only rubber-molded or hard plastic molded cleats, turf shoes, or tennis shoes may be worn. Absolutely NO METAL cleats, sandals or bare feet.

Eligibility

1. All participants must sign the Northwest University **Assumption of Risk; Release of Liability; Indemnification; Publicity Release** form in order to be eligible to participate in Intramural activities.
2. The Northwest University Intramural Program shall be made available to all students regularly enrolled as undergraduates or graduates and all full- and part-time faculty and staff employees of Northwest University. These persons shall be considered members and able to participate in the intramural activities, provided they comply with the rules of eligibility. Up to 25 student spouses (during any one semester) who live in campus housing are eligible after submitting a completed Spouses Intramural Registration Form and **Assumption of Risk; Release of Liability; Indemnification; Publicity Release** form.
3. A player may be listed on only one team's official roster during any particular sport. A player may be listed on a co-ed roster and an all men or all women's roster in any particular sport.
4. All members on the team roster must participate in one (1) league contest in order to be eligible for the post-season play. A team winning any game by forfeit can consider all players on its official team roster, and not the game day score sheet, as having participated in that game.
5. Any team found to be in violation by using an ineligible player shall forfeit all contests in which the ineligible player was involved. The ineligible player will become suspended from further participation in the Intramural Program during the remainder of the season. Team managers/captains will be required to identify all listed players on the official roster.

Protests

Only protests concerning misinterpretation of a playing rule or player eligibility will be heard. No protests based on the judgment of a sports official's call will be considered. If a protest is made concerning a rule interpretation, do not let play continue. Make sure the protest is heard when the interpretation is being made. The intramural staff will make every effort to correct all situations on the spot. Rule interpretation protests will not be heard after a game has been continued (or completed).

Rule interpretations will be discussed at the game site, with decisions from student supervisors being the final judgment.

Player eligibility protests will comply with the following format:

A written protest must be submitted to the Intramural Director's office by 12:00 noon the day

after the game in question. This document shall include the following:

1. Name of teams involved and what league activity
2. Game date, field/court and time
3. A description detailing the reason for the protest
4. Captain's signature/name, phone #, student ID # and email address

The intramural coordinator will then begin an investigation into the eligibility of any participant followed by a meeting with both sides to discuss the protest. Groups may not present witnesses on their behalf. The Intramural Director will provide advice to the intramural student supervisors regarding protests involving eligibility.

Health and Safety

Northwest University assumes no liability for accidents occurring in the intramural program and provides no funds to defray the costs for the injured. Participants are strongly advised to carry insurance that would cover any possible injuries. All participants are strongly encouraged to have a physical examination from a doctor prior to participating in Northwest University intramural activities.

In the event of an injury, the participant will be given primary first aid and referred to either NU Health Services or the hospital. Those individuals whose physical activity has been restricted by the Health Services or a physician are responsible for observing such restrictions with regard to their participation in intramural activities.

The following statement is seen on every intramural registration form. Upon registering and officially signing the roster for an intramural activity, each participant is assumed to have read and understood the following statement and is willing to accept all inherent risks involved with that activity.

Assumption of Risk; Release of Liability; Indemnification; Publicity Release

1. The **Assumption of Risk; Release of Liability; Indemnification; Publicity Release** form must be signed and on file with the Intramural Director before being eligible to participate in any Intramural activities.
2. Forms will be available at the beginning of each semester, each team captain will be given the forms, and they will be available before each event.