

**Montana State University
Intramural Sports User Manual
2024-2025**



Table of Contents

Table of Contents	2
Introduction.....	4
Reasonable Accommodation.....	4
Office Hours & Contact Information	4
2023-2024 Competitive Sports Professional Staff.....	4
Section 1: Eligibility	5
Article 1: Membership	5
Article 2: League Eligibility	5
Article 3: League Guidelines	5
Article 4: Player Identity.....	5
Article 5: League Restrictions	5
Article 6: Ineligible Participant Penalties	6
Section 2: Captain Responsibilities	6
Article 1: Captain.....	6
Article 2: Responsibilities.....	6
Article 3: Captain’s Meetings	7
Article 4: Attire	7
Article 5: Scorecards.....	7
Section 3: Registration.....	8
Article 1: How to Register	8
Article 2: Instant Scheduling	8
Article 3: Registration Restrictions for Greek Organizations.....	8
Article 4: Activity Formats	8
Article 5: Team Names	8
Section 4: Forfeits.....	8
Article 1: Game Time.....	8
Article 2: Claiming a Forfeit.....	9
Article 3: Forfeits & Sportsmanship.....	9
Section 5: Participant Safety.....	9
Article 1: Assumption of Risk.....	9

Section 6: Inclement Weather	9
Article 1: Weather Cancellation	9
Article 2: Cold/Hot Weather Policy	9
Article 3: Thunder & Lightning	9
Section 7: Sportsmanship/Play Conduct.....	10
Article 1: Sportsmanship Ratings	10
Article 2: Playoff Eligibility	10
Article 3: Unsportsmanlike Conduct	10
Article 4: Ejection Procedure.....	11
Article 5: Appeals	11
Section 8: Protests.....	11
Article 1: Rule Interpretation Protest.....	11
Article 2: Eligibility Protest.....	12
Article 3: Filing a Formal Eligibility Protest	12
Section 10: Employment Positions Available	12

Introduction

The purpose of Intramural Sports at Montana State University is to provide experiential learning opportunities for the MSU community. We strive to encourage lifelong whole person well-being, integrating social learning in an athletic setting, and fostering sportsmanship and fair play among participants and spectators through inclusive practices. To accomplish this goal, we offer a variety of team and individual activities for members to play in a recreational but competitive atmosphere. Good sportsmanship is the most integral part of these activities, and a win-at-all-cost attitude is **not** encouraged or tolerated. All participants are expected to comply with the guidelines, policies, and procedures outlined in this document as a participant of Intramural Sports at Montana State University.

Reasonable Accommodation

To discuss accommodations for qualified individuals, please contact a staff member prior to your contest.

Office Hours & Contact Information

Student Wellness Center
Montana State University
950 W. Grant Street
Bozeman, MT 59717

Office Hours: Monday-Friday 10:00 AM – 6:00 PM
Fusion Play

2023-2024 Competitive Sports Professional Staff

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Section 1: Eligibility

Each person, team captain, and/or chairperson is responsible for verifying the eligibility of all participants

Article 1: Membership

- A. **IM Play Pass-** All Students, Faculty, and/or Staff with an eligible Campus Recreation membership are eligible to participate in Intramural Sports at Montana State University. To join a team, users must purchase an IM Play Pass. The Play Pass gives members access to all Intramural sports in that semester from the date that it is purchased.
- B. **Alumni/Affiliates-** Alumni and other Affiliates that may otherwise be eligible for a Campus Recreation membership are not eligible to participate in Intramural Sports at this time.

Article 2: League Eligibility

- A. **Men's Open-** If otherwise eligible, all Intramural participants are eligible for Men's Open Leagues
- B. **Women's Open-** If otherwise eligible, all those who identify as Female and Non-Binary are eligible for Women's Open Leagues
- C. **Co-Rec-** If otherwise eligible, all Intramural participants are eligible for the CoRec Leagues. Some sports may require a minimum number of men and women on a roster in addition to the minimum number of players in order to move their team into a timeslot and play games within the Co-Rec divisions.
- D. **Insufficient Registrations-** If any league has an insufficient number of teams register, the Competitive Sports staff will combine similar leagues together to maximize participation.
- E. **Gender Identity Policy-** Every participant has the right to an unbiased, fair opportunity to play. Individuals may participate based on their self-identified gender identity when classification is required. In situations where individuals don't identify with a binary category, the Senior Coordinator of Competitive Sports will provide direction and options on a case-by-case basis.

Article 3: League Guidelines

Particular sports will have Blue and Gold Leagues to allow participants the opportunity to compete against others with similar skill levels.

- A. **Blue League-** The Blue league is the most competitive league for participants looking to participate against the highest level of competition.
- B. **Gold League-** The Gold league is intended for teams that are not as experienced or less skilled than the Blue league and are looking for more of a recreational environment.

Article 4: Player Identity

- A. **ID:** All IM participants must present their physical, valid Cat Card to a Competitive Sports Supervisor in order to participate. **NO ID, NO PLAY**
- B. **Assumed Names:** No participant may check in for Intramural Sports under any name other than their own. Utilizing another individual's identification is strictly prohibited.
- C. **Player vs. Spectator:** Any participant who properly checks in to a game using their physical, valid Cat Card is considered a *player* for that game. All other members present at the court/field that have not checked in with the Competitive Sports Supervisor will be considered *spectators* for that game. Spectators must be clear of the team bench at all times.

Article 5: League Restrictions

- A. **Club Sports Team Members:** Active Club Sports members will be limited in their participation in their respective or alike sport in MSU Intramural Sports. 25% of the maximum number of

players allowed on the field/court at a time will determine the **total** number of active club members allowed on a given roster, *regardless of gender* (e.g., Indoor Volleyball may have 1 total club sports member, while 9v9 Soccer may have 2). Active Club Sports Members are considered those who have a waiver on file and are on the clubs official roster.

- B. **Varsity Squad Members:** Any individual who attends the university on athletic scholarship or is on the team roster shall be considered a Varsity Squad Member. Intercollegiate athletes are not eligible to participate in their respective or a like Intramural Sport until a period of one academic year has passed following the completion or removal from activities with the Athletics program.
- C. **Professional Athletes:** Any participant who is ineligible for varsity competition because of loss of amateur status is prohibited from competing in the Intramural Sport in which they have obtained professional status.
- D. **Competing on Multiple Teams:** Intramural participants that are eligible per the requirements in Section 1.1 are permitted to join one team in a single gendered league and one team in a co-ed league *per sport*. For example, a participant who identifies as a male could play Flag Football in the Men's Open league. If he wanted to play on a second team, he would only be eligible to play on a CoRec team and not on another Men's Open team.
- E. **Roster Limitations:** Team sports will have a roster limit of 20 players for most leagues. Captains have the ability to add players that meet all previously stated eligibility criteria to their roster through the conclusion of their quarter-final playoff game. Once players have checked in for one game with a team, they are not eligible to be removed from that team to play on another team for the remainder of the season. Unforeseen circumstances will be handled by the Competitive Sports Office on a case-by-case basis.

Article 6: Ineligible Participant Penalties

Penalties for ineligible participants will be handled by the Competitive Sports Office on a case-by-case basis. At minimum, the team participating with an ineligible player will default any game that the ineligible player checked in. The ineligible player in question may be suspended from that specific team or all intramural activities for any length of time deemed appropriate. Captains believing that the opposing team has ineligible players are highly encouraged to file a formal protest with an Competitive Sports Supervisor.

Section 2: Captain Responsibilities

Article 1: Captain

Participants form their own teams and register during the scheduled registration dates as indicated in Fusion Play. One team member must be designated as the captain when registering for a team sport.

Article 2: Responsibilities

The team captain is a vital link between the intramural participants and the intramural sports staff. Any person assuming the role of a team captain will be responsible for:

- A. Complete the registration process prior to the deadline by adding eligible team members to the roster. Players are required to be on the team roster prior to checking-in on-site and participating in intramural activities.
- B. Inform all team members of the game time and location for every scheduled contest. Advise team members to show up 15 minutes prior to game time to keep contests on schedule. **GAME TIME IS FORFEIT TIME**
- C. Notify each team member that they must present a physical, valid MSU Cat Card to participate. **No ID, No PLAY**

- D. Communicate rules, equipment restrictions/requirements, schedules, and policies and procedures listed in the Intramural Sports Handbook and individual sport rulebooks to all team members.
- E. Inform, educate, and stress to all players and associated spectators the importance of demonstrating good sportsmanship prior to, during, and following all scheduled contests. All participants and spectators should refrain from verbally or physically abusing Game Officials and Competitive Sports Staff.
- F. Work with Competitive Sports Staff to ensure a safe, fun experience for all.

Article 3: Captain's Meetings

- A. Prior to the start of any game, a Captain's Meeting will be conducted by Sport Officials and/or a Competitive Sports Supervisor to discuss general rules and procedures. The first game of any league or tournament will be a **full team** meeting, and all subsequent games will be Captains only.

Article 4: Attire

- A. Athletic clothing- defined as clothing that is worn for sport/physical activity for practical, comfort, or safety reasons- is required unless otherwise stated in sport specific rules.
- B. Shirts are required and must cover the torso-stomach, rib cage, and chest
- C. Athletic, close-toed and close-heeled shoes must be worn by all players.
- D. No clothing with profane language, inappropriate subjects, logos, designs/artwork, or references to drugs or alcohol will be permitted while playing.
- E. No jewelry, unless religious or medical related, will be permitted.
- F. No cast or brace with an outermost layer composed of exposed metal, hard and/or sharp plastic or other material will be permitted. These braces and casts must be covered by a standard sleeve or other soft, pliable material in order to be permitted.
- G. Teams of sports listed below will be required to wear matching colored (including shade) uniforms/shirts. Captains will be responsible for communicating a designated color for the team to use. Uniforms that require numbers may not have taped numbers and must be easily visible on the **back** of the shirt. Teams that arrive on-site without matching uniforms will not be allowed to participate and will receive a forfeit.
 - a. Flag Football
 - b. 9v9 Outdoor Soccer
 - c. Turf Soccer (5v5 and 6v6)
 - d. Basketball (Jerseys must have unique numbers)
 - e. Ultimate Frisbee
- H. Competitive Sports staff have the authority to determine what constitutes appropriate attire for Intramural Sports participation.

Article 5: Scorecards

The official roster and score will be recorded by Competitive Sports Supervisors via FusionPlay. The team captain or designated team representative is responsible for checking with the Supervisor to ensure the accuracy of the following:

- A. All team members who participated in the game are checked-in.
- B. The correct contest score is recorded; and
- C. A sportsmanship rating is listed for both participating teams.

Appeals of score and/or sportsmanship ratings must be reported to Competitive Sports Staff by the end of the regular season via email.

Section 3: Registration

Article 1: How to Register

Players can review the FusionPlay [How-to Guide](#) to learn how to Create a Team, Register as a Free Agent, Add Players to your Team Roster, Join a Team, See your Schedule, and Check Announcements within the Player App!

Article 2: Instant Scheduling

Instant Scheduling allows the captain/team representative to pick the day and time that best fits their team's availability for the designated league sport. Divisions are scheduled in an instant scheduling format so that all three regular season games are played on the same day and time as selected. For example, the captain/team representative could pick Monday 7:00pm for their Co-Rec Soccer team. This team would play all three regular season games Monday at 7:00pm unless any games get rescheduled.

Article 3: Registration Restrictions for Greek Organizations

Greek Organizations are restricted from registering more than two teams unless otherwise noted in the sport rules. For example, a Fraternity may register two teams (A & B team) in the Men's Open league. Additional Greek teams beyond the A & B teams will remain on the waitlist until the registration period ends. Then, if any spots are available, another team under the Greek name may be invited to join the league. Members of Greek Organizations may play independently from their organizations with non-affiliated team names.

Article 4: Activity Formats

- A. **Leagues-** The league format allows teams to participate in a 3-week regular season and all qualifying teams will be included in the single-elimination playoff tournament (see Section 8. Sportsmanship & Player Conduct for more information).
- B. **Tournaments-** The tournament format is a single-elimination tournament. Seeding is completed by random draw for all tournaments.
- C. **Events-** The event format is a multi-day structure in which teams will compete in pools to determine seeding prior to a single-elimination tournament.

Article 5: Team Names

The Competitive Sports Office reserves the right to change any team name that is deemed inappropriate or offensive to participants (including, but not limited to, names involving profanity or of sexually implicit content). Please use proper judgment when selecting team names and uniform artwork. Our goal is a pleasant and fun atmosphere for everyone competing.

Section 4: Forfeits

Article 1: Game Time

GAME TIME IS FORFEIT TIME. Any team failing to report, checked in and "ready-to-play", at the scheduled starting time shall forfeit to their opponent. All teams should arrive 15 minutes prior to the start of the scheduled game to check-in and get any necessary sport equipment. The Competitive Sports Staff maintains the official time at each activity area and determines forfeit time.

The "ready-to-play" rule for intramural activities requires each team to have the respective minimum number of players present and be properly equipped with all required equipment. The minimum number of players required is listed in the sport specific rules.

Article 2: Claiming a Forfeit

A team claiming a forfeit must be present at the scheduled game time, checked in, and ready-to-play. Forfeits must be claimed at the time of the scheduled contest.

- A. **League Play**- If neither of the teams arrive by the scheduled game time, the game will be recorded as a double forfeit and each team will be given a loss and a forfeit on their record.
- B. **Playoffs or Single Elimination Play**- If neither of the teams arrive by the scheduled game time, the game will be recorded as a double forfeit and neither team will advance to the next round.

Article 3: Forfeits & Sportsmanship

Any team receiving a win by forfeit will be awarded a 4 sportsmanship rating. Any team forfeiting will be awarded a 3 sportsmanship rating. Any team receiving two forfeits throughout a sport season will be removed from that league and will not be eligible for playoffs.

Section 5: Participant Safety

Article 1: Assumption of Risk

Many intramural sports activities present the inherent possibility of injury. Participation in the 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. Medical insurance, which would cover expenses incurred in the event of injury, is strongly recommended.

Section 6: Inclement Weather

Article 1: Weather Cancellation

Due to weather, field conditions, cancellations, forfeits, or unforeseen circumstances, the Competitive Sports Office cannot guarantee that all scheduled games will be played. No refunds will be issued after the season begins. Regular season games that are cancelled due to inclement weather will only be rescheduled if time and space allows. In the event of inclement weather, the Competitive Sports Office will notify players. No decision will be made until approximately 3:00pm that day. Additionally, the Competitive Sports Supervisor may cancel games on-site, if necessary, after 3:00pm. The Competitive Sports Office will reschedule cancelled games during the playoffs. Teams should check the online schedule for rescheduled game information.

Article 2: Cold/Hot Weather Policy

The following adopted policy will serve as guidelines for staff to decide when to cancel/suspend play due to extreme cold or heat.

- A. Heat Index $\geq 95^{\circ}\text{F}$: Encourage water breaks at this temperature and higher.
- B. Heat Index $\geq 100^{\circ}\text{F}$: MANDATORY water breaks at this temperature and higher. Encourage alterations to uniforms. Activity may be suspended.
- C. Heat Index $\geq 105^{\circ}\text{F}$: All activity must cease until Heat Index cools to below 105°F .
- D. Wind Chill $\leq 15^{\circ}\text{F}$: All activity must cease until Wind Chill rises above 15°F .
- E. Air Quality Index 150+: All activity must cease until AQI improves.

Article 3: Thunder & Lightning

In the event of thunder conditions near the fields, a Competitive Sports Supervisor will stop play of all outdoor activity immediately for a period of 30 minutes after the last clap of thunder. Games being delayed and/or cancelled will be communicated with participants. Participants will be instructed to shelter in place or leave the facilities.

Section 7: Sportsmanship/Play Conduct

Article 1: Sportsmanship Ratings

Our purpose is to provide exercise, recreation, and fun to our participants in a relaxed, yet structured environment. Everyone is encouraged to play to the best of their abilities, but cheating, verbal and physical abuse, and a win-at-all-cost attitude is considered inappropriate. Having these principles of good sportsmanship is necessary to facilitate the spirit of competition. Therefore, this team sportsmanship rating system is in place to encourage ethical conduct at all Intramural Sports contests. The following rating system will be used as a guideline:

4 - Excellent Conduct and Sportsmanship – Team members cooperate fully with the officials and opposing team members. The captain calmly converses with officials about rule interpretation/s and call/s. The captain also has full control of their teammates.
3 - Good Conduct and Sportsmanship – Team members verbally complain about some decisions made by the officials and/or show minor dissent but overall, the captain has control over their teammates. Teams that receive one unsporting penalty shall receive no higher than a 3 sportsmanship rating.
2 - Average Conduct and Sportsmanship – Team displays verbal dissent towards officials and/or the opposing team. Captain exhibits minor control over their teammates. Teams receiving two unsporting penalties shall receive no higher than a 2 sportsmanship rating.
1 - Poor Conduct and Sportsmanship – Teams constantly comment to the officials and/or opposing team from the playing area and/or sidelines. The team captain exhibits little or no control over teammates or themselves. Teams receiving three unsporting penalties will automatically forfeit their game and shall receive a 1 sportsmanship rating.
0 - Unacceptable Conduct and Sportsmanship – Team is completely uncooperative. Captain has no control over teammates and/or themselves. Any team causing a game to be forfeited by unsportsmanlike behavior or receives four unsporting penalties shall receive a 0 sportsmanship rating. The captain of any team receiving a rating of 0 must make an appointment with the Intramural Sports Staff before further play will be permitted.
Harassment/Discrimination - Any form of Harassment and/or Discrimination against a Protected Class can and will be reported to the Office of Institutional Equality and the Office of Student Conduct. This type of conduct will result in suspension from participation in Intramural Sports and will be decided upon on a case-by-case basis in cooperation with OIE and OSC.

Article 2: Playoff Eligibility

A team must have a 2.75 or better sportsmanship rating during the regular season to be eligible for the playoffs. If a team drops below 2.75 average or receives a “0” Sportsmanship rating at any point in the playoffs, they will be eliminated from the tournament.

Article 3: Unsportsmanlike Conduct

Players shall not commit acts of unsportsmanlike conduct. This includes, but is not limited to, arguments with officials and staff by any player or spectator (flagrant fouling, fighting, etc. before, during or after a contest). No player or spectator shall:

- A. Use foul or derogatory language, threaten, or verbally abuse any other participant or Intramural employee before, during or after the game. This includes trash talk.

- B. Participate in a game for which they are ineligible.
- C. Argue or talk back to the Game Official. Only the captain may address the Game Official and must do so in a courteous manner.
- D. Intentionally strike, push, trip or flagrantly foul another player.
- E. Mistreat the facility, equipment or supplies of Montana State University.

Article 4: Ejection Procedure

Any player or spectator ejected from an Intramural Sports contest for any reason must leave the playing area immediately after information is obtained by an Intramural Sports Supervisor. Failure to leave the area may result in forfeiture of the contest by the team associated with the ejected person.

Any player or spectator that is ejected from a Montana State University Intramural Sports contest is **immediately ineligible** from further competition in Intramural Sports until they meet with the Intramural Sports Staff. It is the individual’s responsibility to schedule an appointment promptly with the Intramural Sports Staff to review their behavior and individual suspensions are only effective after a meeting (i.e., no self-imposed penalties). Contact the Intramural Sports Office to schedule an appointment.

Cases involving physical abuse of or between participants, spectators, and/or staff will automatically be referred to the Office of the Dean of Students and Office of Student Conduct for potential action.

Article 5: Appeals

Following the imposition of the penalty or ruling, an organization or individual who believes that due to unusual circumstance the assessed penalty or interpretation was unjustified may appeal to the Competitive Sports Senior Coordinator. The Senior Coordinator, or a designated representative, will decide the appeal. The appeal must be in writing and must be submitted to the Coordinator before 12:00pm of the next regular business day following the institution of the penalty. During the period of the appeal, the penalty imposed will be in effect.

Section 8: Protests

Article 1: Rule Interpretation Protest

Questions pertaining to interpretation of rules on the part of Game Officials must be resolved by the Intramural Sports Supervisor in charge at the time the interpretation occurs and prior to the next live ball. If the team continues to play, the protest will **NOT** receive consideration. **No protest will be accepted which involves the judgment of the officials.** The procedure shall be:

- A. If a team/participant feels the Game Official has made a misinterpretation of a rule, the team captain shall calmly and immediately request a “time-out” and inform the official that they wish to protest.
- B. The game official shall explain their ruling. If the team captain is dissatisfied with the explanation of the ruling, the Intramural Sports Supervisor should be called to the game site.
- C. If corrections are necessary, the Intramural Sports Supervisor in charge shall rule immediately. Error in interpretation by the Intramural Sports Supervisor in charge is subject to a formal protest.
- D. If the team captain still does not agree with the decision of the Intramural Sports Supervisor, a Protest Form should be completed immediately. The Intramural Sports Supervisor will assist the team in filling out the form with all pertinent game information (score, time, possession, etc.).
- E. The game will continue from this point forward “under protest” and the opposing team shall be notified.

Article 2: Eligibility Protest

Any protest concerning player eligibility in a contest in which the protesting team participated must be filed. A Protest Form should be filed at the game site or the Competitive Sports Office. When protesting eligibility, a team must protest (a) specific individual(s). Entire teams cannot be “blanketed” by protest. If a player is found to be ineligible, their team will default all contests in which the ineligible player participated in. If a player is determined to be ineligible after the protest deadline, that player will be unable to participate in future contests. The team, however, will not incur a default. It is not necessary for a team to file a formal protest in order for a player to be ruled ineligible.

Article 3: Filing a Formal Eligibility Protest

A team captain must file a formal eligibility protest with the Competitive Sports Supervisor at the game site or with the Competitive Sports Office no later than 12:00pm the next business day following the contest. The Intramural Sports Office will rule on protests the following business day by 5:00pm. The ruling will be sent, in writing, to the team captain. If a game is to be replayed or restarted from the protest point, the Competitive Sports Office will schedule the make-up.

Section 10: Employment Positions Available

Campus Recreation is committed to providing equal employment opportunities and comprehensive student development opportunities. Intramural Sports hires and trains student officials each year. Officials are needed for most Intramural team sports. No experience is necessary as we will train you in the sport(s) you wish to work. We are seeking officials for flag football, soccer, basketball, and volleyball. With competitive pay and flexible bi-weekly scheduling, our jobs are some of the best student employment opportunities on campus. For more information, visit us at the Student Wellness Center or email the Senior Coordinator of Competitive Sports!