INFORMATION AT A GLANCE

CAMPUS REC OFFICE
Who to contact...

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brittany.tierney@utoronto.ca | 905-569-4621

Mike Foley | Program Assistant
m.foley@utoronto.ca | 905-569-4485

Where to find us...

We are located in the Program Office – Room 060 inside the Recreation, Athletic & Wellness Centre [RAWC]. The offices are located across from the turnstile of the Control Desk & next to the main Basketball court. Stop by at any time to ask questions, complete forms, or talk sports!

Program Office Phone #: 905-569-4485

NEED EQUIPMENT?
Limited equipment may be signed out at the UTM Control desk (located at the centre of the RAWC) with a valid T-Card or driver’s license. Equipment available include basketballs, soccer balls, pinnies, racquets, etc. For inquiries regarding equipment available for sign-out, call 905-828-5269.

RESERVATIONS
To book space within the RAWC, whether for team practices or special sporting events, please refer to the Rental Policies located on our website at www.utm.utoronto.ca/athletics/rentals. Recognized UTM student organizations receive discounted rates.

EMERGENCY CONTACT INFORMATION
UTM Campus Police: 905-569-4333
Peel Police/ Fire/ Medical Services: 911
UTM Control Desk: 905-828-5269

UTM Emergency Phone Locations:
North Field – Located on the 5 minute Walk path near east side of Deerfield Hall
South Field – RAWC Control Desk
Gym A, B, C & Squash Courts – RAWC Control Desk


UTSC Toronto Pan Am Centre: 416-283-5222
The Department of Physical Education, Athletics & Recreation strives to create and maintain a welcoming, inclusive atmosphere for all students and members in our facilities – one that is aligned with University policies, guidelines and statements on equity, diversity and excellence. To this end, DPE has made a systemic commitment to equity through a variety of targeted strategies and initiatives. Staff and student training includes workshops and sessions on accessibility, sexual and gender diversity, anti-racism and cultural diversity.

ACCESSIBILITY

Aligning with the University’s commitment to accessibility, the Department of Physical Education aims to create a community that is inclusive of all persons and treats all members of the community in an equitable manner. All of our facilities with the RAWC align with the Accessibility for Ontarians with Disabilities Act (AODA), which indicates that all educational instructional institutions in the public sector are required to review, plan and implement changes to remove barriers that might preclude full participation in society. We incorporate AODA into our staff training and into our facilities, programs and services as much as possible.

EQUITY & DIVERSITY

Aligning with the mission of the Equity & Diversity Office at UTM, all programs offered at the RAWC promote an equitable and inclusive environment, free from discrimination or harassment based on age, disability, race, ancestry, colour, ethnic origin, citizenship, creed, sex, gender expression, gender identity, and/or sexual orientation. To support this goal, the RAWC features an All-Gender changeroom with privacy stalls, women’s-only programming for those self-identifying as a female, and both open & coed sports programming.

We want all students, staff, faculty and community members to feel safe and welcome into our programs and space at the RAWC. We strive to facilitate and provide support for any accommodations needed for you to participate in our programs. If you require special accommodation and/or have questions or recommendations on how you can better get involved at the RAWC, please do not hesitate to contact the Program Office staff!

UTM is privileged to have many departments, services and resources for students on navigating safe spaces on campus. Below you will find just some of the services available to students:

**UTM AccessABILITY Resource Centre** | [www.utm.utoronto.ca/accessability](http://www.utm.utoronto.ca/accessability)
**UTM Equity & Diversity Office** | [www.utm.utoronto.ca/equity-diversity](http://www.utm.utoronto.ca/equity-diversity)
**UTM Positive Space** | [positivespace.utoronto.ca/Mississauga](http://positivespace.utoronto.ca/Mississauga)
**U of T Sexual & Gender Diversity Office** | [sgdo.utoronto.ca](http://sgdo.utoronto.ca)
**UTM Health and Counselling Centre** | [www.utm.utoronto.ca/health](http://www.utm.utoronto.ca/health)
**OUT@UTM** | [outatutm.com](http://outatutm.com)
**UTM Sexual Education Centre** | [utmsec.ca](http://utmsec.ca)
**UTM Campus Police** | [www.utm.utoronto.ca/campus-police](http://www.utm.utoronto.ca/campus-police)

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Section A - PROGRAM DESCRIPTIONS & DEFINITIONS

ABBREVIATIONS
DPE- UTM Department of Physical Education, Athletics & Recreation
UTM- University of Toronto Mississauga
UTSG- University of Toronto St. George Campus
UTSC- University of Toronto Scarborough Campus
KPE- St. George’s Faculty of Kinesiology & Physical Education
UTMAC- University of Toronto Mississauga Athletic Council
OCAA- Ontario College’s Athletic Association
OCR- Ontario Collegiate Recreation

UTM is proud to offer a wide range of Athletic Programming to students, from Campus Rec to our highly competitive Varsity program. Here is a description of the FIVE organized sport programs offered to UTM students:

1) Campus Rec: UTM Campus Rec are organized sport leagues run by the DPE that take place on the UTM Campus. We offer leagues in multiple divisions to accommodate different skill levels. There are no practices and teams/individuals usually only play in one game per week. No tryouts required.

2) U of T Intramurals: Our UTM Eagles Intramural teams compete against other Colleges and Faculties across the University. Players will travel to Scarborough and St. George campuses for league games. Travel is part of a player’s intramural team commitment. Most teams will have one game and one practice per week.

3) Development League (D-League): The Development League (D-League) offers athletes a heightened level of sport competition. Athletes have the opportunity to take their game to the next level by learning from committed coaching staff. Teams compete against one UTSC team and two UTSG teams. Athletes must attend tryouts & previous playing experience is required. Most teams will have one game and one practice per week.

4) Extramurals: The Extramural Program is an extension of the Campus Rec, U of T Intramural and D-League programs that involves UTM’s non-varsity athletes competing against Ontario College intramural teams in various tournaments and events. Tournaments take place both on & off campus.

5) Varsity: The UTM Varsity Eagles is a proud member of the Ontario Colleges Athletic Association (OCAA). The Varsity program is the highest level of sporting competition at UTM, playing multiple home & away games throughout the academic year, along with multiple practice and strength training sessions each week.

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ADDITIONAL TERMS & DEFINITIONS:

Open vs Coed Leagues - Coed sports have rules surrounding how many self-identifying males & females need to be in-play at one time. Open leagues have no gender restrictions.

Performance Bonds - These bonds are set amounts to be paid prior to a team being admitted into a Campus Rec League. After the Team Entry Meeting has occurred, the Team’s Performance Bond is due at Membership Services by 12pm the day after the Entry Meeting. Bonds are returned at the end of season, provided a team has not defaulted or incurred team fines due to penalties/ejections as per the sport specific rules. If at any time during the regular season, a team’s Performance Bond is depleted due to team fines, they must re-pay their bond or they will be removed from the league.

Default - Failure by a team to field the required minimum amount of players to start a game within the allocated game/ default time of 15 minutes. In addition, teams that have 2 or more players ejected in the same game will lose by default. Defaulting the first game of the season will result in a loss of performance bond and removal from the league. As well, playing with an ineligible player will cause a team to lose that game by default. Teams that default 1 game will lose 50% of their Performance Bond. Teams that default a 2nd game will lose the remainder of the Bond and will be removed from the league.

Forfeit - Teams that advise the Program Coordinator/ League Commissioner 48 hours in advance of a game will have their game recorded as a forfeit loss. Forfeits are weighted the same as defaults in the standings, but do not carry the default fine. Teams with 2 forfeits or a combination of 1 forfeit and 1 default will still be removed from the league or tournament and will lose their performance bond.

Player Fines/Team Fines - Each Campus Rec sport has set player and team fines for various infractions such as, but not limited to: red cards, major penalties, technical fouls, accumulated penalty minutes etc. Please check the sport specific rules for more details. Team fines will be deducted from the Team’s Performance Bond at the end of the season. Player fines will be placed on the student’s account and must be paid at the Membership Services counter prior to being reinstated.

Campus Rec Review Board - Set-up for each Campus Rec Sport to deal with: rules and regulations for each sport, player and team major ejections and subsequent discipline, as well as all game protests by teams.

Team Entry Meeting - Each Campus Rec Sport League and most Tournament sports have a Team Entry Meeting. Those entering a team must send a representative to attend, accompanied with a completed Team Entry Form. A ballot system will be used if there are more teams than spots available. Entry meeting dates are posted to our website.

Team Entry Form - This form must be submitted at the Team Entry Meeting for each Campus Rec Intramural League or Tournament Team Sport. The form is then taken to Membership Services where the Performance Bond is paid.

Play-off Qualifier - These are games usually played in an open division league where teams play a game to see who qualifies for play-offs. Play-off Qualifier games will count as regular season games for calculating points, goals, assists and games played by a player. Teams defaulting in a play-off qualifier game will automatically be removed from the league.
**Player Registration Form**- This form is due at the team’s first game and acts as the team’s official roster. Players must read the Informed Consent on the back of the form & sign the waiver. Player’s added after the first game must sign their team’s Player Registration form prior to participating.

**Player Transfer**- This is the process of adding a player to a team roster who has previously played for another team in the league in the same semester. Player transfers may only occur up to and including the mid-point of the regular season. There must be enough regular season games left in the league schedule for the player’s new team to make them eligible for play-offs. Only the games played for the new team will be used to calculate play-off eligibility. To transfer teams, a Player Transfer Form must be submitted to the Program Office 48 hours prior to the new team’s next scheduled game. Forms need to be signed by all 3 parties: captain of the old team, captain of the new team, and the transferring player. Players will be notified by the Program Coordinator or the League Commissioner if the transfer is approved. Teams may only take on one transferred player per semester. **Players transferring illegally will receive an automatic one game suspension & teams caught using illegally transferred players will lose all games by default in which the player participated.**

**Game Sheet** – The official game sheet for each campus rec game must only contain players that are dressed and ready to compete. The team captain is solely responsible for ensuring student numbers and full names (as appears on T-Card) are on the game sheet. Players can be added up until the end of the game, provided that they participate in a portion of that game. No additions will be made after the game is completed. Player attendance on game sheets is used for playoff eligibility. Team Captains are responsible for signing the game sheet at the end of each game, indicating the recorded score and player attendance are correct.

**Free Agents**- These are individuals who are looking to play on Campus Rec Teams. Free agents should sign-up on the Free Agent lists with the Program Office and attend the Team Entry Meeting to meet Team Reps and see if they can get onto a team. If there are enough Free Agents and space available in the League/Tournament, a Free Agent team will be entered as a unit.

**Open/Combined Divisions**- When there are not enough teams to make a division 1 and division 2 league, teams will compete in a combined or open division league. In these situations, an effort will be made to hold separate Division 1 and Division 2 playoffs. Open leagues must have a minimum of 8 or more teams.

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**Section B - FAIR PLAY CODE**

All Participants using the UTM DPE’s athletic facilities and/or programs must abide by the Fair Play Code.

**FAIR PLAY CODE**

**Fair Play Should Be Everyone’s 1st Priority!**

Everyone who uses our Fair Play Facility should:

- **DEMONSTRATE RESPECT FOR ALL INDIVIDUALS AND THE FACILITY IN WHICH YOU PARTICIPATE**
- **SHARE EQUIPMENT, SPACE AND FACILITIES WILLINGLY**
- **MAINTAIN SELF-CONTROL AT ALL TIMES**
- **CONDEMN VIOLENCE AND HARASSMENT IN ALL FORMS**
- **ALWAYS ATTEMPT TO CONTRIBUTE TO THE BETTERMENT OF THE UTM EXPERIENCE**

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Players - Players should compete to the best of their ability within the limits of the rules. All players will:

- Participate for the love and enjoyment of the game
- Respect the efforts and accomplishments of your opponents
- Respect their teammates and do their best to be a true team player
- Respect all players, coaches/captains, officials, spectators and administrators
- Respect and play by the rules of the game

Spectators - Spectators should maintain a supportive atmosphere that positively motivates players, coaches, captains, officials, and other spectators. All spectators will:

- Encourage players to play according to the rules
- Refrain from negative communication with players, officials, administrators and other spectators
- Show respect for their teams’ opponents because without them there would be no game
- Never influence the outcome of an event or game and must never pose a distraction to players, coaches/captains and officials
- Remain in the spectators’ section and refrain from entering the playing area at all times

Officials - Officials will make sure that every player has a reasonable opportunity to perform to the best of his or her ability, within the limits of the rules. All officials will:

- Apply rules of the game with consistency, courtesy, intelligence and firmness without provoking antagonism
- Maintain a healthy atmosphere and environment for safe competition
- Not tolerate unacceptable conduct towards themselves, other officials, players, coaches/captains and spectators
- Maintain impartiality at all times
- Avoid or terminate any situation that threatens the safety of the players, coaches/captains, spectators or other officials

Coaches/Captains - Coaches/Captains must act as a team leader. He or she must encourage, motivate and assist in developing players to achieve their maximum potential. All coaches/captains will:

- Teach players to play fairly and respect the rules, officials, spectators and players
- Work in cooperation with the officials for the benefit of the game
- Recognize and respect the differences in their players
- Not ridicule or degrade players for any reason
- Encourage and reward effort, fairplay, participation and commitment
**FAIRPLAY is for EVERYONE!**

UTM Campus Rec participants (players, spectators, officials etc.) may face suspension from the Review Board for *Fair Play Code* infractions that occur prior to, during or immediately following a Campus Rec game. Fair Play Code infractions that occur in our facility will be reviewed by the Facility Manager.

**NOTE:** Fighting, rough play, and/or verbal abuse of any kind will not be tolerated! The minimum penalty for fighting is expulsion from that league for one calendar year, followed by probation for one additional calendar year. This applies to all players, coaches, officials and spectators. Referees are instructed to report all infractions of this nature on the game sheet. These cases will be referred to the Review Board.

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**Section C - ELIGIBILITY**

**GUIDELINES**

**Students:**
To be eligible for UTM Campus Rec Intramural participation, a person must meet the following criteria:

- be a full or part-time student registered at University of Toronto Mississauga and therefore a member of the UTM DPE (*St. George and UTSC registered students are ineligible*)
- be a graduate student registered at the School of Graduate Studies and working towards completing a program at the University of Toronto Mississauga.
- be registered on the official team list prior to participation.
- be physically active. It is recommended that all students wishing to participate in the UTM Campus Rec Intramural Program have a medical examination prior to participation.
- have read the Informed Consent Agreement on the back of the Player Registration Form and have officially signed that form.

**Staff:** Full-time appointed Staff and Faculty of the University of Toronto Mississauga are eligible to participate in the Campus Rec Intramural Program, if they elect to pay the UTM DPE membership fees.

**Alumni:** UTM alumni are eligible to participate in all of the UTM DPE Campus Rec Intramural Programs if they elect to pay the UTM DPE alumni membership fees. Only two alumni are allowed per Campus Rec Intramural team.

**RAWC Community Members:** During ONLY the summer school term can DPE community members participate in the UTM Campus Rec Intramural Program.

**Summer Intramurals:** Only students, staff, alumni, and community members that have paid their DPE membership fees can participate in the Summer Intramural program.
RESTRICTIONS

Restrictions are in place for current & former Varsity Athletes looking to participate in Campus Rec, U of T Intramurals, and D-League in the same sport they play for in Varsity, including those who play(ed) for a Varsity Eagles team and/or those who have played for another institution’s Varsity program.

What Constitutes Varsity Status?

- Any player who participates in a combination of three Varsity level games (regular season and/or playoff games)
- Any player who plays in three tournaments and/or one provincial championship tournament
- Any professional or semi-professional player, regardless of whether he or she has been reinstated as an amateur, shall be ineligible to participate in the sport in which he or she has participated in professionally

General Restrictions

- All persons involved in the Campus Rec Program may participate on an emergency basis (due to an inability to field enough number of players to start a game) on any U of T Intramural or UTM Varsity team of the corresponding sport for two league games with no consequences to their Campus Rec status
- For tournament sports, 1 tournament is the equivalent to 1 league game. However, if the same person participates in three U of T Intramural or U of T/UTM Varsity league games, he or she has now attained status as a U of T Intramural or U of T Varsity player
- If their newly attained Intramural or Varsity status causes his or her Campus Rec team to exceed the allowable established Intramural point limit, then the team of the player in question must make adjustments to their team to be within the allowable Campus Rec point limit prior to that player playing in another Campus Rec game. Under certain specific guidelines, a player may then transfer to another team

INTRAMURAL POINT SYSTEM

The Intramural Point System was established to create a balance between the UTM Campus Rec teams by distributing more highly skilled players as equally as possible. A player’s Varsity, D-League, and U of T Intramural status remains for the year in which he or she is currently playing and does not carry over into subsequent years if the player stops participating in the higher sport levels. However, a player’s ex-Varsity status will remain for one calendar school year after they cease to be a Varsity athlete.

For players participating in multiple U of T Intramural, D-Leagues, Division 1, and/or UTM Varsity sports, their UTM Campus Rec points will be set using their highest level of team only (for instance, players participating in both Indoor & Outdoor soccer for D-League and Intramurals).

Points are accumulated only for U of T Intramural, D-League, or OUA/ OCAA Varsity league participation only. Exhibition games, U of T Intramural Tournaments or OCAA Extramural Tournaments do not count towards a participant’s Campus Rec Intramural point status.
The Intramural Point System is as follows:

- Current U of T Varsity Blues or UTM Varsity Eagles players shall count as **THREE** points
- U of T Intramural, D-League, and/or Division 1 players shall count as **ONE** point *
- U of T or UTM Ex-Varsity players shall count as **ONE** point

*Note: Where there is a D-League in a sport, Division 1 players in the same or correlating sport shall count as ZERO points in that sport. If there are 2 teams in the same division in a U of T Intramural, D-League or Division 1 sport, then only players on the A team shall count as 1 point and the B players as 1/2 (.5) points. If the two teams in one division were picked evenly at the try-outs and not as A and B teams, then all players will count as 1 point.

The following chart outlines the point sum totals for Campus Rec teams using a combination of U of T Intramural, Varsity and ex-Varsity, and D-League players:

<table>
<thead>
<tr>
<th>LEAGUE</th>
<th>DIVISION &amp; POINTS</th>
</tr>
</thead>
<tbody>
<tr>
<td>OPEN Basketball</td>
<td>Division 1 - 4 points</td>
</tr>
<tr>
<td></td>
<td>Division 2 - 1 point</td>
</tr>
<tr>
<td>OPEN Cricket</td>
<td>Division 1 &amp; Open - 4 points</td>
</tr>
<tr>
<td></td>
<td>Division 2 - 1 point</td>
</tr>
<tr>
<td>OPEN Ball Hockey</td>
<td>Division 1 &amp; Open - 4 points</td>
</tr>
<tr>
<td></td>
<td>Division 2 - 1 point</td>
</tr>
<tr>
<td>OPEN Outdoor Soccer</td>
<td>Division 1 &amp; Open - 6 points</td>
</tr>
<tr>
<td></td>
<td>Division 2 - 2 points</td>
</tr>
<tr>
<td>OPEN Indoor Soccer</td>
<td>Division 1 - 6 points</td>
</tr>
<tr>
<td></td>
<td>Division 2 - 2 points</td>
</tr>
<tr>
<td>COED Ultimate</td>
<td>Division 1 &amp; Open - 3 points</td>
</tr>
<tr>
<td></td>
<td>Division 2 - 1 point</td>
</tr>
<tr>
<td>COED Basketball</td>
<td>Division 1 &amp; Open - 3 points</td>
</tr>
<tr>
<td></td>
<td>Division 2 - 1 point</td>
</tr>
<tr>
<td>COED Volleyball</td>
<td>Division 1 &amp; Open - 3 points</td>
</tr>
<tr>
<td></td>
<td>Division 2 - 1 point</td>
</tr>
<tr>
<td>COED Indoor Soccer</td>
<td>Division 1 &amp; Open - 6 points</td>
</tr>
<tr>
<td></td>
<td>Division 2 - 2 points</td>
</tr>
</tbody>
</table>
The following sports have correlation in the calculating of allowable U of T Intramural, Varsity and ex-Varsity players per UTM Campus Rec Intramural team.

<table>
<thead>
<tr>
<th>Varsity/U of T Intramurals</th>
<th>UTM Campus Rec</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tackle or Flag Football</td>
<td>Flag Football</td>
</tr>
<tr>
<td>Outdoor Soccer</td>
<td>Outdoor Soccer</td>
</tr>
<tr>
<td>Indoor Soccer</td>
<td>Indoor Soccer</td>
</tr>
<tr>
<td>Basketball</td>
<td>Basketball</td>
</tr>
<tr>
<td>Ice Hockey</td>
<td>Ball Hockey</td>
</tr>
<tr>
<td>Volleyball</td>
<td>Volleyball</td>
</tr>
<tr>
<td>Baseball</td>
<td>Softball</td>
</tr>
<tr>
<td>Ultimate Frisbee</td>
<td>Indoor or Outdoor Ultimate Frisbee</td>
</tr>
<tr>
<td>Indoor Cricket</td>
<td>Indoor Cricket</td>
</tr>
</tbody>
</table>

**Section D - TEAM & PLAYER REGISTRATION**

Following eligibility guidelines, students, staff, faculty, and alumni across the UTM campus can form Campus Rec league and tournament teams. For sport specific roster sizes and gender ratios, please refer to individual sport rules.

Here is a step-by-step process for how to register a team in a Campus Rec League:

**STEP ONE** - After forming your team, select a Team Captain and/or Team Representative. This individual is responsible for completing required forms, attending entry meetings, paying the team’s bond, and ensuring teammates follow all Campus Rec rules and regulations.

**STEP TWO** - Team Captain/Rep completes a [Team Entry Form](#). Individual forms are to be completed for each team entered. It is best to refer to the league playing times on the Campus Rec website to see if these times fit with your team’s schedule. Time requests can be indicated within the league playing times on the Entry Form.

**STEP THREE** - A team representative brings the completed Team Entry Form to the Team Entry Meeting. Meeting dates are listed on our website. At the meeting, teams will be selected into the league. If there are more teams than spots, a ballot system will be used. Only teams present at the meeting will be eligible to join the league.
**STEP FOUR** - After the entry meeting & once accepted into the league, the Team Entry Form must be taken to the Membership Services Counter of the RAWC and the **PERFORMANCE BOND** must be paid. Teams have until 12pm the day after the Entry Meeting to pay their bond and submit their Entry Form. Failure to pay the bond will result in a team on the waiting list taking that team’s spot or removal from the league schedule.

**NOTE ON PERFORMANCE BONDS:** Bonds can only be paid using credit card or debit. Bonds paid with credit will be refunded to your DPE account 2 weeks after the season ends. Bonds paid by debit card will have to be manually refunded to your debit card in-person at the Membership Services Counter 2 weeks after the season ends. Bonds are held in-trust and refunded to teams at the end of the season, should they not incur any defaults or fines.

**STEP FIVE** – All team members must read the Informed Consent and sign the **Player Registration Form**. Forms are to be handed into the League Commissioner or Tournament Convener at the team’s first game. For players joining teams after the form has been submitted, they must come in-person to the Program Office and sign the original form kept on file. Players may only be added to a team’s roster up to and including the midpoint of the regular season.

**STEP SIX** – Have fun, play fair & check emails and announcements often from League Commissioners, Tournament Convenors, and/or the Program Office for any schedule changes, playoff dates, and pertinent information throughout the season.

**DON’T HAVE A TEAM, BUT WANT TO PLAY IN CAMPUS REC?** Not to worry, the Program Office can help you find a team! Players who want to participate in a Campus Rec, but who are unable to find a team, can sign-up on the **FREE AGENT** list located in the Program Office. All free-agents should attend the Team Entry Meeting so that they can meet with team reps and possibly join a team looking for extra players.

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**Section E - PLAYER TRANSFERS**

Transferring players from one team to another can be done to allow participants greater opportunities to play, to assist in participants feeling comfortable on their team, and to ensure that teams are adequately balanced. A player is considered on a team roster once they have played for a team and have their name appear on ONE game sheet. Adding a player who has not played on another team is not considered a transfer. Teams may add only one transferred player per season.

A **Player Transfer Form** must be completed & submitted to the Program Office and/or League Commissioner. Transfers will be accepted if the following criteria are met:

- Transfers may occur up to and including the mid-point of regular season
- All transfers must be approved by both of the team captains and the League Commissioner and recorded on the team roster forms on file at the Program Office
- Player Transfer forms must be submitted to the Program Office 48 hours prior to the player’s new team’s next scheduled game
- The team to which the player transfers must be within the allowable Intramural point limit and have enough games left in the season to have the transferred player be eligible for the playoffs
- Once a player has transferred, only the games in which he or she participated for their second team will be used in order to determine playoff eligibility status.

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Teams may add any player/s from the FREE AGENT TEAM list without affecting their one transfer per team status.

Free Agent Team players may transfer from the Free Agent list, but must continue to play on the team they transfer to for the remainder of the season. The Free Agent list may accept only 1 transferred player onto their team.

Players in Division 1 of a Campus Rec Sport may transfer to a Division 2 League in the same sport.

Teams to which a player illegally transfers shall DEFAULT all games in which that individual played and lose all points accumulated from those games. If a player plays illegally (transfer procedure not followed) for a second team in the league, they will automatically become part of the second team’s roster and cannot switch back. In addition, the player will receive a one game suspension for illegally transferring.

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**Section F - EMERGENCY REPLACEMENTS**

In order to maintain a sufficient numerical strength to sustain league play during the regular season and playoffs, **injured** players may be replaced under specific circumstances. A request for an emergency replacement must be made in writing to the **Program Office**. Individuals must present their reasons for requesting an emergency replacement, along with the appropriate medical documentation for the injured player, at least 24 hours prior to the scheduled game.

In addition to a medical note and written request, the following circumstances must also be met:

1. With the missing injured player, the signed number of teammates are fewer in number than the following table:

   - Ball Hockey: 6 (includes goalie)
   - Basketball: 6
   - Outdoor Soccer: 11 (includes goalie)
   - Volleyball: 7
   - Indoor Soccer: 7 (includes goalie)
   - Ultimate Frisbee: 7
   - Indoor Cricket: 7

2. The individual filling in for the emergency replacement must meet the eligibility requirements, including Campus Rec point limits, and must not have participated for any other Campus Rec team in that sport.

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**Section G - DEFAULTS AND FORFEITS**

The main purpose of scheduling a game is so that people can play. Thus games are to begin at their scheduled time with a minimum number of players in attendance. Rules have been established in each sport to determine a fair and safe procedure to start the games as soon as possible and allow play to begin before a default might be declared.
The following rules are used in Campus Rec for team Defaults/Forfeits:

1. Teams will lose 50% of their Performance Bond after 1 default and 100% after 2 defaults. Teams not defaulting during league play, which includes both the regular season and the play-offs, will receive their full Performance Bond refund at the conclusion of the league.

2. Teams defaulting TWO season games will be removed from the league. Repeated defaults by the same individuals or teams in more than one Campus Rec activity may be to possible expulsion from all Campus Rec activities.

3. Teams that advise the Program Coordinator/League Commissioner 48 hours in advance of a game will have their game recorded as a forfeit loss. Forfeits are weighted the same as defaults in the standings, but do not carry the default fine. Teams with 2 forfeits or a combination of 1 forfeit and 1 default will still be removed from the league and will lose their performance bond.

4. Teams defaulting/forfeiting in game one or two of a two game total point play-off series will be removed from the play-offs. A default/forfeit in a best 2 of 3 play-off series shall count as a loss. If two play-off games are defaulted/forfeited during the play-offs it will result in the expulsion of that team from the play-offs.

5. During the regular season, a team that has defaulted out of the league can repay their Performance Bond and return to the league, provided that no other team is on the waiting list. Defaulted teams re-entering the league maintain the same record with the 2 default loss. Teams on the waiting list that enter in place of the defaulted team will have their standings calculated based on winning % of the games they have played.

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**Section H- PLAYOFF REGULATIONS**

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**PLAYOFF ELIGIBILITY**

Team Captains/Reps are responsible for verifying their players’ eligibility for playoffs. The Program Office keeps documents of player attendance throughout the season and cases of ineligibility will be handled according to the league rules. League Commissioners will post Playoff Eligibility lists prior to the start of the play-offs. If there is a Game Protest in regards to the ineligibility of a player, it must be made on the back of the game sheet immediately following the game in question.
To be eligible to compete in any playoff series, a player must qualify under 1 of 3 of the following regulations:

1. A player must be in uniform for, participate in, and have their name appear on the game sheet of at least half (50%) of the regular season league games. “50%” of games will be calculated by rounding down when there is an odd amount of league games played (i.e. 2 of 5 games). Games in which a player has been suspended do not count towards play-off eligibility. For forfeit and/or default wins where a game is cancelled or was not started, the winning team’s entire roster will get credit with playing. For default/forfeit wins of game being played, only players listed on the game sheet will get credit.

2. A player who, through injury, does not qualify under (1) may on written application be made eligible through a ruling of the Review Board for that particular sport. Acceptable medical proof of injury provided by the University Health Service or attending physician must be presented.

3. A team that does not have enough playoff eligible players to field a team for the playoffs shall be removed prior to the commencement of the playoffs. The league standings shall be recalculated excluding all teams that fall into this category, enabling teams with the required eligible participants to advance to playoffs.

**DETERMINING PLAYOFF BRACKETS**

The number of teams to qualify for the playoffs shall be approved by the League Committee at the Team Entry meeting prior to the league’s commencement. The League Committee shall consist of the team reps/captains, coaches, or managers of each team, League Commissioner(s), Head Official(s) and the Program Office. If the approved playoff formula becomes non-applicable during the regular season, the League Committee must hold another meeting to devise and approve a workable play-off formula.

In order to determine the position of a team in the play-off draw, the following point system shall be employed for the regular season:

- **Win:** 3 points
- **Tie:** 2 points
- **Loss:** 1 point
- **Default:** 0 points
- **Forfeit:** 0 points

Where a tie exists for a playoff position, the following formula shall be used:

1. More wins in mutual head-to-head competition
2. Least defaults/forfeits
3. Most goals/points scored against the mutual teams played, exclusive of defaulted/forfeited games
4. Best point differential in games amongst tied teams
5. Best point differential in against mutual opponents
6. Best point differential in overall competition
7. Coin toss

**NOTE** - If the teams in a league have not played the same number of games, a winning percentage will be used to determine the final standings.
Section I - REVIEW BOARD, GAME PROTESTS & APPEALS

REVIEW BOARD

The purpose of the Review Board is to rule on cases of major game ejections of players and on game protests. The Review Board will make decisions on player and team suspensions on a case-by-case basis. The Review Board will also hear all cases of Fair Play Code infractions that are directly related to Campus Rec games and/or activities.

The Review Board consists of: The Program Coordinator, League Commissioner(s) or Tournament Convener(s), (1) UTM Athletic Council Representative, (2) DPE appointed Student at Large members from the student body and, if applicable, the Head Official for that sport.

Players, spectators or officials that are ejected from a game for major infractions or Fair Play Code violations must appear before the Review Board before they can participate in their teams’ next scheduled game and/or any other Campus Rec activity. The Review Board will attempt to meet as soon as possible following the incident. It is up to suspended individuals to ascertain the date and time of the Review Board meeting.

GAME PROTESTS

Game Protests occur when one or both of the following grounds occur:

1. There was a misinterpretation of the playing rules and regulations by the referee or referees of the game in question (NOTE: No judgment calls made by officials during games are subject to protest)

2. Questions of player eligibility

If one or both of the above grounds for game protests is met, the procedure to file a protest is as follows:

A. Team captain/rep will indicate the protest on the reverse of the game sheet at the time of the game and sign the sheet. A protest letter must be then submitted in writing to the League Commissioner or the Program Office within 24 hours of game time. Failure to indicate intent to protest on reverse of game sheet will nullify any written protest within the 24-hour period.

B. Protests will be reviewed by the League Commissioner or Tournament Convener and the Program Office. If deemed necessary, a Review Board meeting will be called within three (3) days of the game in question.

C. A team representative will be invited to attend the meeting and be allowed the opportunity to present the protest grounds to the Review Board. The opposing team representative, game officials, timers and scorers and other witnesses, if necessary, will be asked to attend the hearing.

D. The Review Board’s decision is final on all Game Protests. Teams or players may not appeal the Review Board's decision on matters dealing with Game Protests.
APPEALS

Appeals to the **UTM Governing Council on Athletics Program Committee** may only occur in cases where a player has been disciplined by the Review Board and will be heard only under the grounds listed below:

- Improper review/decision process in relation to the guidelines set within the Review Board Handbook
- Improper penalty or punishment in relation to the guidelines set within the Review Board Handbook
- Cases where a timer, scorer or referee has recorded the players number erroneously

**Appeals will not be heard on the basis of facts not being presented at the initial Review Board hearing.**

If one or more of the above grounds for an appeal is met, the procedure to file an appeal is as follows:

A. Submit in writing to the DPE’s Athletic Director within five (5) business days of notification of penalty assessed
B. Appeals that have sufficient grounds will be heard by the **UTM Governing Council on Athletics and Recreation Program Committee**. The Chair and Vice Chair of the Review Board and the appealing player will be asked to attend this meeting
C. All decisions on appeals heard by the **UTM Governing Council on Athletics and Recreation Program Committee** are final

**NOTE:** The appealing player who is to appear before **UTM Governing Council on Athletics and Recreation Program Committee** is suspended from all UTM Campus Rec activities until the appeal is heard

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**Section J - HEALTHY & SAFETY**

The Student Athlete through voluntary participation in Campus Rec programs engages in competitions which, by their very nature, have some element of risk. All participants must read & sign the Informed Consent on the back of the [Player Registration Form](#). Before participation in Campus Rec, athletes should be aware of the following:

- **Medical Insurance** - All students should have an Ontario Health Card or appropriate medical coverage.
- **Medicals** - All students participating in competition should have had a medical within the past year. This is the responsibility of the participant.
- **UTM Health & Counseling Centre (HCC)** – HCC, located in Room 1123A of the Davis Building (905-828-5255) offers a number of health and medical services to UTM students
- **Preventative Conditioning and Skill Training** - It is strongly recommended that participants engage in pre-season fitness activity and are taught proper skill execution to avoid injury. Fitness information and testing are available by the DPE.
✓ **In Case of a Major Emergency** - In the case of a major emergency, such as fire, the facility is to be evacuated. Team representatives are responsible to assist building personnel in the orderly clearing of the facility by the emergency routes indicated.

✓ **In the Case of an Accident** - For insurance purposes, Athletic Injury Forms must be filled out by the DPE Control Staff immediately! The forms must be then sent to the DPE Facility Manager within 24 hours of the incident. Injury Forms are available at the Control Counter or in the Program Office.

i. If the accident is serious in nature, do not move the victim. Report immediately to the DPE Control Desk staff.

ii. During most Campus Rec programs, a Game Manager is on duty. He/she should be contacted for first aid and assistance in arranging for further treatment if necessary

iii. After hours, any injury of more than a minor nature should be referred to the emergency ward

**NOTE:** The closest hospital is **Credit Valley Hospital**, located at 2200 Eglinton Ave, Mississauga, at the corner of Erin Mills Pkwy and Eglinton Ave

• **Ambulance** - If someone needs an ambulance, the fastest and best way to get the patient to medical services is to call 911 or 9-911 if using a UTM phone. It is critical to utilize the nearest phone, land based, or cellular phone. The emergency boxes go directly to the campus police and should be used for personal safety issues, not ambulance emergencies. If the only phone nearby is an emergency call box, then use of such is permitted. **EMERGENCY CALL BOXES ARE LOCATED AT OR NEAR THE OUTDOOR FIELDS & COURTS.** The Campus Police do want to know when things happen on campus. If time permits, it is courteous to call them as well, but it is not required over the main duties of proper patient care.

**PROTECTIVE EQUIPMENT**

• All students wearing eye-glasses who participate in sports where body-contact may occur must wear eye guards or glasses with shatter-proof lenses, and do so at their own risk

• It is recommended for ball hockey that all goalies wear throat guards and all players wear shin guards. All players/goalies must wear Canadian Standards Association (C.S.A.) approved ice hockey helmets and ice hockey/lacrosse gloves for all ball hockey games. The helmets must have **full C.S.A. approved facemasks attached**.

• It is **strongly recommended** that all players wear approved **shin guards** while participating in all indoor soccer games. Shin guards are mandatory for all Outdoor Soccer, Extramural, U of T Intramural and Varsity games. Mouth guards are advised for all sports and eye guards are highly recommended to be worn by anyone entering the squash courts or playing doubles badminton