



INTRAMURALS

HANDBOOK

RAWC Program Office: DV 081

utm.intramurals@utoronto.ca

All UTM Intramurals participants (team captains, players, spectators etc.) are required to read the handbook. This handbook contains vital information regarding player eligibility, policies, procedures and more. Captains and players are also required to read the specific league rules for their sport. Copies of the rules can be found on the UTM Intramurals website in the Schedule, Forms & Playing Rule Section.



Department of Recreation, Athletics & Wellness
UTM Intramurals | Participant Handbook

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1.0 UTM SPORTS

1.1 OVERVIEW

The **UTM Intramurals** program aims to provide diverse and accessible recreational sport opportunities for the UTM campus that promote fun and fair play! Our goal is to positively impact the post-secondary experience, providing sport opportunities that allow all students to fully participate and make new friends, while having fun!

Whether you are a student, staff, faculty, alumnus, or community member, getting involved in intramurals sports is a great way to meet new people and stay physically active...all while competing for the coveted *UTM Intramurals Champion T-Shirt!*

1.2 VISION

- Thriving in sport; helping students reach their full potential through sport participation.

1.3 MISSION

- To provide co-curricular sport opportunities for UTM students that positively impacts their post-secondary experience and supports their health and wellbeing in a fun and inclusive environment.

1.4 UTM FAIR PLAY CODE

The UTM Intramural Sports program realizes that games and events are very important to the Intramural Sports participants, but the importance should not be so great that good sportsmanship is overlooked.

All Participants using the UTM DRAW's athletic facilities and/or programs must abide by the Fair Play Code. The UTM Fair Play Code is as follows:

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

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 www.utmeagles.ca
- 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. All coaches must encourage, motivate and assist in developing players to achieve their fullest potential. All coaches/captains will:

- Encourage players to play fairly and respect the rules, officials, spectators and players
- Cooperate with the officials for the benefit of the game
- Recognize and respect the differences in their player's capabilities
- Not ridicule or degrade players for any reason
- Encourage and reward effort, fair play, participation and commitment

FAIRPLAY is for EVERYONE!

2.0 REGISTRATION

2.1 REGISTRATION

- Follow the step-by-step guide to register a team in the sport you are interested in:
 1. Find the league(s) or tournament you're interested in joining. Submit a [Team Entry Form](#) electronically via email to utm.intramurals@utoronto.ca
 2. Visit [IM Leagues](#) and register your team in the corresponding sport and/or division. Invite your teammates to join the team. You will receive an email confirmation that outline further instructions and next steps
 3. Pay your team performance bond by visiting the [Fusion Portal – Campus Rec & Intramural](#)
 4. Attend the scheduled Sport League Meeting for your sport. A team representative may go in place of the Captain.
 - **Please Note:** If you are unable to have a team representative attend, please email utm.intramurals@utoronto.ca
 5. Attend schedule games and have fun! Be ready to welcome any Free Agent teammates that may be added

2.2 FREE AGENT REGISTRATION

- Want to join in the fun and meet new friends? Want to be picked-up as a Free Agent? Follow these steps:
 1. Create an account on the 'UTM Intramurals' [IM Leagues webpage](#) – follow the easy [Step-by-Step – Participant Registration on IM Leagues](#)
 - If you already have an account on IM Leagues, login to your account
 2. Click on the Registration tab in the top right corner and drop-down menu will appear
 3. Click on “Join as a Free Agent”
 4. Click on the sport specific league you are interested in playing.
 5. Send an email to utm.intramurals@utoronto.ca you are interested in playing.
 6. Attend the Sport League Meeting and introduce yourself to prospective teams

Please Note: UTM Intramurals Administration staff will do their best to assign Free Agents to a team but cannot guarantee team placement.

2.3 DIVISIONS

Recreational

- A league for first-time participants or those who have had very little experience playing the sport before.
- The league is designed with an emphasis on fun, participation, fitness, movement and socializing.
- The focus is on learning and improving skills, understanding rules, as well as being surrounded by peers and friends while doing so.
- No overall division champion will be declared and teams will receive additional games in lieu of playoffs

Competitive

- A league for participants who have a high level of skill and previous experiences playing the sport.
- The league is focused on being competitive but still being able to enjoy the social aspects of the sport.
- Participants have a great understanding of the sport, its rules, and its strategy, going above just the basics.
- The league is designed for those seeking a more competitive experience
- Playoffs and overall champion

Participants can only compete in 1 division per league

2.4 SPORT PERFORMANCE BOND

- A Sport Performance Bond is a refundable set deposit, held in trust by the Department, that is required to register in the UTM Intramurals program
- Each team must pay a Sport Performance Bond at the RAWC Welcome Desk no later than 24 hours after the Team Captain's meeting.
 - Failure to pay the Sport Performance bond may result in your team being removed from the league
- Sport Performance Bonds are \$50.00 per team and can be paid at the RAWC Welcome Desk via debit or credit
- The full amount will be refunded to the individual account who paid the Sport Performance bond at the end of the season provided the team does not commit any infractions, suspensions, roster violations and/or defaults
 - 1ST infraction will result in a \$25.00 loss of the performance bond
 - 2ND infraction will result in a \$25.00 loss of the performance bond and the team will be ejected from the league.
- The Sport Performance Bond helps to discourage actions that warrant game suspension, defaults, or use of ineligible players
- If a team wishes to re-enter into the league after being removed (and are eligible), they must write a letter to utm.intramurals@utoronto.ca and provide an additional \$50.00 Sport Performance Bond.

2.5 TEAM NAME AND LOGO POLICY

- The UTM Intramurals program is committed to assuring that its programs are free from discriminatory, inappropriate and disrespectful conduct and communication. We respect the rights of all students, staff and faculty to learn, play and work in an environment free of discrimination and harassment.
 - When selecting a team name and logo, captains should ensure that:
 - Team Name and/or Logo does not include profanity
 - Team Name and/or Logo does not include a person(s) name, unless the individual has provided written permission to the UTM Intramurals Administration Staff. This individual must also be a member of the team and register on IM Leagues.
 - If a play on words is used:
 - It is not offensive to any religion, gender, ethnic background, sexual orientation, or any other student groups on campus or in the UTM community
 - The switching of letters to spell an offensive or profane word will not be tolerated
 - As such, the UTM Intramurals Administration staff reserve the right to deny and/or alter any team names if they are deemed inappropriate.
 - In the event a team name is not approved, the UTM Intramurals Administration staff will have the right to either:
 - 1) Change the team name to sport -Team 1 I.E. Volleyball Team 1 for Mixed Volleyball League
OR
 - 2) Remove the team from the league entirely
 - Should the team want to change the name, they must submit a formal request to change their team to the UTM Intramurals Administration Staff via email
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3.0 ELIGIBILITY

3.1 GENERAL ELIGIBILITY

- The Department of Recreation, Athletics & Wellness Intramurals Administration Staff have the right to investigate any eligibility concerns and act on them accordingly.
- To be eligible for UTM Intramurals participation, all participants must meet one of the following requirements:
 - Currently enrolled in full or part-time studies at the University of Toronto Mississauga (undergraduate or graduate), where the UTM Athletic ancillary fee is paid
 - UTM faculty or staff with an active RAWC Joint Membership to UTM
- Participants **must** register on IM League before participating in any tournament or game minimum 24 hours in advance

3.2 PROFESSIONAL, U of T VARSITY BLUES, TRI CAMPUS STUDENT-ATHLETE ELIGIBILITY

- Varsity student-athletes are not eligible to participate in UTM Intramurals programs in the sport for which they compete at the intercollegiate and/or professional level and appear on a declaration list, for that full calendar year (September to April)
 - A Varsity athlete is defined as an athlete whose name has appeared on a declaration list for a varsity sport in the current academic year
- Any student, faculty or staff member who is or has been a professional or semi-professional athlete is ineligible for 18 months from the date of the last professional participation in that sport or a related sport.
- A professional and semi-professional player is defined as one who has received monetary compensation, under contract with a professional team, included on a professional team roster, practiced with a professional team and/or compensated for trying out for a team for their athletic services.
- A Tri-Campus student-athlete is defined as an athlete whose name has appeared on a team roster for that full calendar year (September to April)
- Maximum three Tri-Campus student-athletes will be permitted per roster in which the sport they compete in

3.3 UTM INTRAMURALS – NOMAD ELIGIBILITY

- Any intramural sports team may pick up currently rostered player(s) from another team in the same league (i.e. “nomad”) to play for their team to avoid a default.
 - A NOMAD is a player registered with the league who is used by a team to compete in a game where they cannot field enough of their own registered players to begin the game or reach the max playing roster size
- Teams using a NOMAD must have the minimum number of players from their roster signed in. This number is indicated in each sports’ NOMAD rules.
- Teams can only have a NOMAD if their team cannot field the maximum amount of players to play a game. (see the chart below)
- Once a team reaches a roster size of the indicated number of registered players in the specific sport’s rules, the NOMAD(S) can no longer play in that game
 - A registered player is defined as a player on the original team roster
- A NOMAD may not be added as a substitute and will no longer be permitted to play when a player on the original team roster signs in.
- A NOMAD may not be used during a playoff game

SPORT	Minimum number to avoid a forfeit	Maximum number of nomads	Maximum number of players playing
Badminton – Singles	1	<i>Cannot use NOMAD for singles or doubles sports</i>	
Badminton – Doubles	2		
Basketball – 3v3	2	1	3
Basketball – 5v5	3	2	5
Beach Volleyball	3	1	4
Bean Bag Toss	2	<i>Cannot use NOMAD for singles or doubles sports</i>	
Cricket	5	1	6
Dodgeball	5	1	6
Indoor Soccer	5	1	6
KanJam	2	<i>Cannot use NOMAD for singles or doubles sports</i>	
Outdoor Soccer	8	3	11
Spikeball	2	<i>Cannot use NOMAD for singles or doubles sports</i>	
Squash	1	<i>Cannot use NOMAD for singles or doubles sports</i>	
Table Tennis	1	<i>Cannot use NOMAD for singles or doubles sports</i>	
Tennis – Singles	1	<i>Cannot use NOMAD for singles or doubles sports</i>	
Tennis - Doubles	2	<i>Cannot use NOMAD for singles or doubles sports</i>	
Ultimate Frisbee	5	1	6
Volleyball – 4v4	3	1	4
Volleyball – 6v6	5	1	6

3.4 PARTICIPANT TRANSFER ELIGIBILITY

- Once a player appears on a team roster, they are ineligible for any other teams in that specific sport league.
- If a player wishes to change teams, they must submit the [Player Transfer Form](#) to utm.intramurals@utoronto.ca a minimum of **48 business hours** prior to their new team’s next game
 - Please refer to the Player Transfer Form for more details
- The UTM Intramurals Administration Staff will confirm the player transfer via email and switch the participants to their new team on IM Leagues
- Player transfers can only be used once by a participant in a league. Players will not be able to transfer again to any other teams in that sport for the remaining of the semester
- Refer to Player Transfer form for more details

3.5 PROTESTING PLAYER ELIGIBILITY

- If a team suspects an ineligible player, the concerns need to be brought to the attention of the UTM Intramurals Game Manager before or during the game
- The Game Manager will note the complaint and assist the Team Captain to complete the [Game Appeal Form](#) after the game. This form must be filled out by both the Team Captain and Game Manager within 2 hours of the contest in question
- Any investigation will take place by the UTM Intramurals Administration staff and will be resolved as required.
- In the case of an ineligible player dispute where someone has played for more than one team in a single sport, the first game sheet that the players name appears on will count as their original team
- Any additional team using that player will forfeit all games where that player has participated

4.0 RESPONSIBILITIES AND EXPECTATIONS

4.1 TEAM CAPTAIN RESPONSIBILITIES AND EXPECTATIONS

- Each team entered into UTM Intramurals programs must appoint a Team Captain.
- The Team Captain is the official liaison between the team and UTM Intramural Administration staff.
- They must be listed as a member of the team on the official team roster.
- Specific responsibilities of Team Captain's include:
 - ✓ Registering the team by filling out the [Team Entry form](#)
 - ✓ Paying (or having a member of the team pay) the Team Performance Bond
 - ✓ Attending (or send another team member to) the **mandatory** Sport League Meeting
 - ✓ Ensuring all team members have registered on IM Leagues
 - ✓ Notifying team members of playing times and schedule changes/cancellations
 - ✓ Assisting the Game Manger to have all players show their T-Card and sign the game sheet, prior to the start of the game
 - ✓ Promoting good sportpersonship and fair play before, during and after games
 - ✓ Point of contact for your team for the UTM Intramurals Administration Staff

4.2 PARTICIPANTS RESPONSIBILITIES AND EXPECTATIONS

- All participants are expected to exhibit good sportpersonship, fair play and abide by sport rules of the UTM Intramurals program.
- Participants are encouraged to assist their Team Captain with the organization of their team.
- Specific responsibilities of participants include:
 - ✓ Registering for your team's roster on IMLeagues.com
 - ✓ Must be dressed in athletic attire and on time for all schedule games/events
 - ✓ Sign-In using T-Card or a form of identification with the Game Manager prior to the start of the game
 - ✓ Assist in notifying team members of rules, playing schedules and/or changes, and eligibility policies
 - ✓ Promoting good sportpersonship and fair play before, during and after games

4.3 SPECTATORS RESPONSIBILITIES AND EXPECTATIONS

- Spectators can be in attendance of UTM Intramurals Games when space is available and bleachers are open.
- Spectators are required to be in the designated section available i.e. side bleachers, main bleachers, etc.
- Spectators are not allowed to be sitting on team benches
- Spectators are required to exhibit good sportpersonship, fair play while providing a fun positive atmosphere for those participating in the UTM Intramurals program
- Spectators cannot enter the court at any time the game is being played i.e. half time, before the game, after the game

5.0 SCHEDULES

5.1 REGULAR SEASON SCHEDULE

- Regular season schedule will be discussed at the Sport League meeting and request will be consider during this time
 - *Please Note:* UTM Intramurals Administration Staff will do their best to accommodate all teams request. However, it is not guaranteed that all request will be accommodated.
- All Regular season games will be posted on [IM Leagues](#) 48 hours after the Sport League meeting.
- In cases where a team is removed from the league, they will be replaced with the 1st team on the waiting list.
 - Should there be no teams available on the waitlist or denied entry into the league, all future games where the team was scheduled to play will result in a BYE week for the opposing team
 - A BYE week can be used as a practice time for the team to use the space.
- The BYE week will not affect standings for those teams with the BYE week
- Seeing for playoffs will be determined based on averaged points for total games played instead of points earned

5.2 RESCHEDULING REGULAR SEASON GAME PROCEDURE

- Once the schedule is released online ([IM Leagues](#)) it is on the Team Captain to reschedule games.
- Follow the following steps to request a reschedule time:
 1. Email your opponent and notify them you are requesting to change the game time.
 2. Contact other teams in your leagues to swap time games times.
 3. Once the approval of all three (3) Team Captains is confirmed for switching game times, contact the UTM Intramurals Administration staff with all Team Captains Cc'd about the switch.
 4. The UTM Intramurals Administration staff will confirm the receipt and reflect the change on IM Leagues.
- Rescheduling games request must be submitted to the UTM Intramurals Administration staff a minimum of **48 business hours** before the original scheduled game time.

PLEASE NOTE: Requests will be accommodated when possible but are not guaranteed.

5.3 FACILITY CLOSURE AND INCLEMENT WEATHER POLICY.

- In the event of facility closure or inclement weather, all team captains will be notified by email about the cancellation.
- It is the responsibility of the Team Captain to notify their team of the cancellation
- In the event of facility closure or inclement weather, an announcement will be made by the UTM Intramurals Administration staff to the specific sport league on IM Leagues outlining the status of the game(s).
- UTM Intramurals Administration staff will do their best to reschedule games due to closure and/or inclement weather but cannot guarantee that these games will be played based on facility availability.

6.0 FORFEITS, DEFAULTS & CANCELLATIONS

- The main purpose of scheduling a game is so that people can play! Rules have been established in each sport to determine a fair and safe procedure to start the games as soon as possible

6.1 FORFEIT

- Notification to the UTM Intramurals Administration staff (utm.intramurals@utoronto.ca) at least 48 hours before the scheduled game time that team is unable to reschedule and/or play.
- The forfeit will result in a loss in the standing
- A forfeit **does not** result in loss of Sport Performance Bond.

6.2 DEFAULTS

- Team provides less than 48 hours' notice of forfeit and/or does not meet the minimum number of players (including gender-specific requirements in Mixed) by **10 minutes** after the game start time.
- For every minute that a team is late their opponent will be given points. (The amount of points awarded varies per sport)
- Teams will lose 50% of their Team Performance Bond after their first default and 100% after their second, as well as removal from the league.
- When a team defaults out of a league, all games that would have involved that team will be removed from the schedule and standings (i.e. future opponents do not receive "free" wins).
- The results from games that the defaulting team did play will remain in the standings, including defaulted games.
- In the event of a tie between two teams in the standings, any team that has received a default will automatically be ranked the lower of the two teams

6.3 CANCELLATIONS

- UTM Intramurals Administration staff may need to cancel games due to inclement weather, space conflicts, or other issues.
 - Games will be rescheduled when possible, pending availability.
 - Only UTM Intramurals Administration staff will make game cancellation decisions.
 - Game cancellations will be announced on IM Leagues and the Team Captain will be contacted via email.
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7.0 GENERAL DISCIPLINE AND APPEAL GUIDELINES

7.1 EJECTION POLICY

- An official has the right to remove a player or spectator from any game at any time if they feel the individual's actions will interfere with the normal operation of the game
- A misconduct or major penalty, as well as multiple minor penalties, assessed to a team/ individual should be considered a warning to participants to control team/individual behavior
- In instances beyond the official's control, where safety is a concern, games may be suspended and/or cancelled at any time
- Any player ejected by an official under this policy will be required to meet with the UTM Intramurals Administration staff to discuss a course of action prior to any re-instatement

7.2 GUIDELINES FOR DISCIPLINE

- Any team having disciplinary action against them, including a meeting with UTM Intramurals Administration staff regarding sportpersonship, will automatically be placed on probation for the duration of the activity. Team Captains will be notified if their team, or a member of their team, has been put on probation.
 - ✓ Any violation of program regulations by a team or individual who is already on probation may result in that team or player being removed from competition for the duration of league. This also includes the loss of Sport Performance Bond.
- Teams or players being suspended and/or expelled from UTM Intramurals programs will be notified via email.
- Teams or individuals with a history of poor sportpersonship, warnings, probation, suspensions or expulsions may be barred from further competition in other UTM Intramurals programs.
- All disciplinary action carries over into subsequent recreational seasons. (Details are kept on file for several years.)
- Established guidelines are set to discourage and penalize any unsportsmanlike behavior that can negatively affect the UTM Intramurals program. Participants cannot return to competition until granted a reinstatement by either the UTM Intramurals Administration staff. Please review the following offences and minimum suspensions:

Offences & Infractions	MINIMUM Suspension
GENERAL SPORT PENALTIES	
Please Note: All sport suspensions will require a meeting with the UTM Intramurals Administration Staff	
Yellow Card (Soccer, Cricket, Volleyball) Please Note: All Yellow Cards are cumulative over the entire calendar year (Sept.1-Aug.31)	2nd Infraction – Mandatory meeting with UTM Intramurals Administration staff plus possible suspension 3rd Infraction – Minimum 1 game suspension 4th Infraction – Minimum 2 game suspension 5th Infraction – Minimum 4 game suspension with possible suspension from UTM Intramural Leagues
Red Card (Soccer, Cricket, Volleyball) Please Note: All Red Cards are cumulative over the entire calendar year (Sept.1-Aug.31)	1st Infraction – Minimum 2 game suspension 2nd Infraction – Minimum 4 game suspension 3rd Infraction – Minimum 6-month suspension from all UTM Intramurals Leagues and Tournaments.
Unsporting Foul (Basketball) Please Note: All flagrant fouls are cumulative over the entire calendar year (Sept.1-Aug.31)	1st Infraction – Mandatory meeting with UTM Intramurals Administration staff plus possible suspension 2nd Infraction – Minimum 1 game suspension 3rd Infraction – Minimum 6-month suspension from all UTM Intramural Leagues and Tournaments
Technical Fouls (Basketball) Please Note: All technical fouls are cumulative over the entire calendar year (Sept.1-Aug.31)	2nd Infraction – Mandatory meeting with UTM Intramurals Administration staff plus possible suspension 3rd Infraction – Minimum 1 game suspension 4th Infraction – Minimum 2 game suspension 5th Infraction – Minimum 4 game suspension with possible suspension from UTM Intramural Leagues
Playing while Ineligible (All Sports)	Minimum 1 game suspension plus probation

Please note: The team also receives a default loss for the game the participant plays in.	
Failure to leave playing area after ejection (All Sports)	Minimum 1 additional game plus probation
Verbal Abuse & Unsportsmanlike Conduct Penalties	
Unsportsmanlike Conduct Please Note: All unsportsmanlike conduct penalties are cumulative over the entire calendar year (Sept.1-Aug.31)	1st Infraction – Mandatory meeting with UTM Intramurals Administration staff plus possible suspension 2nd Infraction – Minimum 2 game suspension 3rd Infraction – Minimum 6-month suspension from all UTM Intramural Leagues and Tournaments
Verbal Abuse of Official, Player, Staff or Spectator Please Note: All penalties are cumulative and tracked over the entire calendar year. (Sept.1-Aug.31)	1st Infraction – Mandatory meeting with UTM Intramurals Administration staff plus possible suspension 2nd Infraction – Minimum 2 game suspension 3rd Infraction – Minimum 6-month suspension from all UTM Intramural Leagues and Tournaments
Obscene Gesture or Discriminatory Slurs Please Note: All penalties are cumulative and tracked over the entire calendar year. (Sept.1-Aug.31)	1st Infraction – Mandatory meeting with UTM Intramurals Administration staff plus possible suspension 2nd Infraction – 1 calendar year suspension from all UTM Intramurals League and Tournaments
Fighting Penalties	
Instigating a Fight Please Note: All penalties are cumulative and tracked over the entire calendar year. (Sept.1-Aug.31)	1st Infraction - Minimum 2 game suspension plus 1 calendar year probation 2nd Infraction – Minimum 6 games suspension from all UTM Intramurals Leagues plus 1 calendar year probation 3rd Infraction – Minimum 6-month suspension from all UTM Intramural Leagues and Tournaments
Entering a Fight in Progress** Please Note: All penalties are cumulative and tracked over the entire calendar year. (Sept.1-Aug.31)	Minimum 2 game suspension plus 1 year probation
Fighting **	Minimum 1 calendar year suspension plus probation for next calendar year of participation
Intent to Injure – Participants**	Minimum 1 calendar year suspension plus probation for next calendar year of participation
Physical Abuse of Official**	Minimum 1 calendar year suspension plus probation for next calendar year of participation
Other Infractions: The UTM Intramurals Administration Staff will review any other disciplinary issues not listed above	

7.3 APPEALS & PROTESTS

- Game protests and appeals may be submitted when one or both of the following occur:
 1. There is a misinterpretation of the playing rules and regulations by the referee(s) of the game in question (**NOTE:** No judgement calls made by officials during games are subjected to protests)
 2. Questions of participant eligibility

- If a Team Captain requests to protest a game based on the misinterpretation of the playing rule and/ or regulation, the following procedure appeal process will be as follows:
 1. A verbal statement is made to either the referee and/or game manager registered at the time the incident occurs. The game and clock will then be stopped.
 2. The referee and game manager shall separate themselves from the other participants and determine the correct ruling.
 3. If either Team Captain believes the officials ruling to be in error, they should inform the referee and game manager that they wish to file a protest. Once they inform the referee and game manager, they will be given a [Game Appeal Form](#) to complete.
 4. The [Game Appeal Form](#) must be submitted by the Team Captain no later than noon the next business day. Game Appeal Forms should be sent to utm.intramurals@utoronto.ca.
 5. The UTM Intramurals Administration staff will rule on all written protests. If a rule interpretation protest is ruled valid, every attempt will be made to replay the game from the point at which the protest was made.
- If a Team Captain requests to protest a game based on player eligibility the following procedure will need to occur:
 1. Ineligibility should be made immediately to the UTM Intramural referee and game manager rather than waiting to see the outcome of a game.
 2. If an eligibility protest is made prior to a game and it can be determined that a player is ineligible to participate, he/she will not be allowed to participate.
 3. If the eligibility of the player in question can't be determined, the Team Captain has the option of using the player. However, if it is determined later that the player was ineligible, the team may forfeit the game.
 4. If either Team Captain believes there is an eligibility concern during or immediately after the game, he/she should inform the game manager that they wish to file a formal protest. The game manager will give the Captain the Game Appeal Form.
 5. The protesting Team Captain then has until NOON the next business day to deliver the protest form to the UTM Intramurals Administration office or via email.
 6. The UTM Intramurals Administration staff will examine the protest and rule on the eligibility of the player in question.

7.4 ALCOHOL AND DRUGS

- **The UTM Intramural program has a zero-tolerance towards drug and alcohol use during or before any sanctioned or affiliated university games, practices, events, or gatherings.**
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8.0 PLAYOFFS

- UTM Intramurals Leagues will play up to 5 regular season games (unless otherwise communicated) followed by a post-season single elimination playoff tournament.
- Playoff league schedules will be released and available for teams to view on [IM Leagues](#).
- All team rosters are locked at the end of regular season. Players not on the printed roster will be ineligible to participate in the playoff
- A minimum of the top 50% of teams with each sport league/division will advance to the playoffs

8.1 PARTICIPANT PLAYOFF ELIGIBILITY

- All participants MUST check in with the Game Manager with their active student T-Card, and/or active staff/faculty membership prior to all games, or when they arrive in order to be eligible for playoffs
- The UTM Intramurals Administration Staff tracks player's attendance throughout the season and uses these records to determine playoff eligibility
- Should a player have forgotten to sign-in on the game sheet, the match will be recorded that they did not play and may affect their playoff eligibility.
 - changes to the game sheets after the game is played will not be granted
- In order to play in the playoffs, a player must meet the following criteria:
 1. A player must have signed in for a minimum of 40% of regular season league games
 2. For forfeit and/or default win(s) where a game is cancelled or not started, the team that did not default/ forfeit will have participants that attended
 3. For default/ forfeit wins of games played, only players that signed the game sheet will get credit
 4. A player who, through injury, does not qualify under (1) may on written application be made eligible through a ruling of the UTM Intramurals Administration staff. Acceptable medical proof of injury provided by the University Health Service or attending physician must be presented.
- The Teams that qualify for playoffs, each Team Captains will be notified via email with all player who are playoff eligibility

Please Note:

- Games in which a player has been suspended do not count towards play-off eligibility
- 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 next team in the standings will take its place.
- If playing in a game as a nomad it does not count towards player eligibility for playoffs

8.2 PLAYOFF SCHEDULE

- Playoff game times will be presented at the Sport League Meeting. Team captains will have the opportunity to request to change the outlined dates at this time
- All playoff games will be a single elimination, unless noted otherwise to Team Captains
- Once the last game of the regular season is completed, Team Captains will be contacted a minimum of 48 business hours after the game via email with the playoff bracket.
- It is the Team Captains responsibility to review the schedule game and notify their team.
- Once playoff games are schedule – no games will be rescheduling will be accepted.

8.3 PLAYOFF TIE BREAKING PROCEDURES

- When three or more teams are tied and a tiebreaker eliminates one of the teams from the tie but leaves two or more still tied, the tiebreaker procedure will continue with the remaining procedures
- When arriving at another group of tied teams while comparing records, each involved team's record will be used against the collective tied teams as a group (prior to their own tie-breaking procedures), rather than the performance against the tied teams individually to determine which team gains an advantage.
- Where a tie exists for a playoff position, the following formula shall be used:
 1. A team with a record of no defaults during the regular season play shall be given a preferred position over a team that has defaulted a regular season game

2. When two or more teams are still tied for a playoff position or positions, the order of finish shall be determined by the greatest number of wins in head-to-head competition amongst the tied teams
 3. If a tie still exists, the team with the best record against mutual opponents* shall be given the preferred position.
 4. If a tie still exists, the team with the best point differential in games amongst the tied teams shall be given the preferred position
 - The differential shall be calculated by subtracting the points/goals scored against from the points/goals scored for
 - For volleyball, badminton and spikeball the differential shall be calculated by subtracting the point difference of all sets played
 5. If a tie still exists, the team with the best point differential against mutual opponents will be given the preferred position
 - The differential shall be calculated by subtracting the points/goals scored against from the points/goals scored for
 6. If a tie still exists, the team with the lowest points/goals against in games amongst the tied teams will be given the preferred position
 7. If a tie still exists, the team with the lowest points/goals against mutual opponents will be given the preferred position
 8. If a tie still exists, the team with the best record against the highest divisional opponent not involved in the tie shall be given the preferred position
 - Continue in descending order if tie is still not broken
 9. If a tie still exists, the team with the best point differential against the highest divisional opponent not involved in the tie shall be given the preferred position
 - Continue in descending order if tie is still not broken
 10. If a tie still exists, the team with the lowest points/goals against the highest divisional opponent not involved in the tie shall be given the preferred position
 - Continue in descending order if tie is still not broken
 11. If a tie still exists, the team with the best point differential against divisional opponents will be given the preferred position
 12. If a tie still exists, a coin flip will be scheduled with tied Team Captains and/or Team Representative present in order to determine who will be given the preferred position
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9.0 ADDITIONAL PROTOCOLS

- As a part of our continued efforts in protecting the UTM Community, the following continued protocols will be enforced until further notice:
 - All participants must check-in with their student T-card when they arrive
 - Should you forget your T-card, government issued ID can be used to sign into games
 - You **MUST** register with your team on IMLeagues 24 hours before your game otherwise you will not be permitted to play
 - If a player's name is not printed on a scoresheet, that player may not play. (The only exception being if they are a nomad.)
 - Participants are encouraged to bring their own water bottles

- Sport League meetings can either take place via zoom or in-person. Details will be confirmed at registration
 - Hand Sanitizing will be provided and available at the score table
 - Faces masks are welcomed while participating in UTM Intramurals
 - Team are encouraged to show up no earlier than 10 minutes before their schedule game and check-in
- For information relating to the University of Toronto’s responses and actions relating to COVID-19, including information for students, please visit <https://www.utoronto.ca/utogether>

10.0 APPENDICES & FORMS

[Team Entry Form – League](#)

[Team Entry Form – Tournament](#)

Player Transfer Form



Department of Recreation, Athletics & Wellness

UTM INTRAMURALS | Player Transfer Form

Under specific circumstances, players are allowed to transfer teams. The transfer rule can only be used once by a team during the semester.

Examples of legitimate reasons for players to transfer:

- The current team’s playing schedule does not match their student course schedule
- Player wants to move to play on a team with their friends
- Player wants to move to a team in a division that better suits their skill level

Transfer will be approved if the following conditions are met:

1. Transfer is occurring prior to or up to the midpoint of the regular season for the team in which they are transferring.
2. The player transferring loses all games played in the league with the original team. The player then must play in enough league games with their new team to be eligible for competition.
3. The team that the player is transferring to has not taken on any other transferred players during that season (only one transfer is allowed per team, per semester).
4. Transferring player is aware that they cannot transfer again to any other teams in that sport for that semester (only one transfer per player, per semester).
5. Transferring player has submitted this form 48 hours prior to their new team’s next game.
6. Signatures of **both** team captains/ reps involved approving the transfer are on the form below:

Transferring Player’s Name (as appears on Student Card): _____
 Signature: _____ UTORONTO Email: _____
 Student #: _____

ORIGINAL (1st) TEAM’S NAME: _____ SPORT/ LEAGUE: _____
 DATE/ TIME OF LAST GAME PLAYED: _____
 Original Team Captain’s Name (as appears on Student Card): _____
 Signature: _____ UTORONTO Email: _____
 Student #: _____

NEW (2nd) TEAM’S NAME: _____
 DATE/ TIME OF NEXT GAME: _____

New Team Captain’s Name (as appears on Student Card): _____
 Signature: _____ UTORONTO Email: _____
 Student #: _____

FOR PROGRAM STAFF USE ONLY

Date/ Time Form Received: _____ Staff Member Name: _____ Staff Initials: _____



Game Appeal Form



Department of Recreation, Athletics & Wellness

UTM INTARMURALS | Game Appeal Form

This form is to appeal and/ or protest the game played on _____ at the time of _____ in the sport league _____.

The reason for this appeal and/ or protest is because of the following:

Team Captain Signature: _____

Game Manager Signature: _____

Date of Submission: _____

Must be submitted by the Team Captain no later than noon the next business day. Game Appeal Forms should be sent to utm.intramurals@utoronto.ca, or in hardcopy to the Programs Office.

UTM Intramurals Administration staff will rule on all written protests. If a rule interpretation protest is determined to be valid, every attempt will be made to replay the game from the point at which the protest was made.

