

Campus Recreation Intramural Rules and Regulation Handbook

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Contents

INTRAMURAL LEAGUES.....	3
DROP-IN SPORTS.....	3
XPLOR RECREATION PORTAL.....	4
INTRAMURAL REGISTRATION.....	4
WAIVERS POLICY.....	5
PARTICIPANT CHECK-IN PROCEDURES.....	6
TEAM NAME.....	6
TEAM ROSTER SIZE.....	6
TEAM CAPTAIN ROLE AND RESPONSIBILITY.....	7
PLAYER CODE OF CONDUCT.....	7
SPECTATOR EXPECTATIONS.....	8
INCIDENT REPORTS.....	8
PLAYER ELIGIBILITY.....	9
STARTING NUMBERS.....	10
SPORT SPECIFIC RULES.....	10
SCHEDULES.....	10
STANDINGS.....	10
DEFAULTS.....	11
FORFEITS.....	11
PROTESTS.....	11
PLAYOFFS.....	12
PARTICIPANT ATTIRE.....	12
JEWELERY.....	12
BLOOD SPILLS & FLUID SPILLS.....	13
SPORT RULES.....	14
Appendix 1 - Futsal Intramurals.....	14
Appendix 2 - Volleyball Intramurals.....	18
Appendix 3 - Badminton Doubles Tournament.....	19

INTRAMURAL LEAGUES

Intramural sports leagues are a great way to keep active, make friends, and have some fun while in an environment that celebrates teamwork, mutual respect, and most of all fun! Leagues are open to UFV students, faculty, staff and alumni and are organized and run by student leaders.

Campus Recreation organizes a variety of recreational and semi-competitive sports leagues. Participants can either sign-up as a team with an appointed team captain or as individuals (aka Free Agents). Leagues will run at specific times throughout the week and schedules will be sent out to team captains and individual players who properly registered via email on a weekly basis.

The Intramural season runs for the duration of each academic semester and lasts roughly 8-10 weeks of scheduled games. Playing time depends on the sport and the number of teams registered. Playing equipment will be provided and set up prior to league play.

Futsal and Volleyball leagues compete in the Valley Cup. In this competition the top Intramural team from UFV will compete against Trinity Western University's top Intramural team. Location alternates each semester between the two universities.

DROP-IN SPORTS

Drop-in Sports provide an opportunity for casual sport play for individuals of all abilities. During drop-in times and Open Court, Recreation staff organize casual games or monitor facilities for unorganized play. Drop-in sports include regular sessions of volleyball, basketball, badminton, futsal and more.

Drop-in sports are open to anyone with a Peak Pass Membership or purchased one of our drop-in pass options. When attending a drop-in sport session, please visit the Client Service desk (E150) or scan your membership at the sign-in kiosk.

Objectives of Organized Drop-in and Leagues:

- Provide opportunities for the UFV community to balance school, work and well-being on campus
- Create opportunities for socialization and campus engagement
- Enable participants to play a variety of different sports in a recreational setting
- Provide and maintain a safe, comfortable atmosphere for all participants
- Promote fair play and respect for all involved
- A space to have fun, try something new and meet new people!

XPLOR RECREATION PORTAL

To participate in our recreation programming, or to access recreation facilities you will first need an **Xplor Recreation** account.

If this is your first time registering or visiting the facility you will need to:

1. Create your **Xplor Recreation** account, by clicking on “Signup” link on the [Login website](#).
2. Once you have created an account, you will receive an email to reset your password. Choose something you will remember.

If you think you have an account and are unsure of your password, you can click in “Forgot Password?” and an email from the “University of the Fraser Valley” will be sent to you with a link to reset your password. You may need to check your junk mail for this email. Or you can call 604-504-7441 during business hours and we can manually reset it for you.

Once set up with an activated **Xplor Recreation** account you will be able to see what Campus Recreation programs under “Activity Registration” that are happening in real-time, as well as make online purchases for Intramural league fees. Please note, that memberships are sold in person at the Client Service Desk, E150.

INTRAMURAL REGISTRATION

Register as a Team:

If you are signing up with a group of friends, then one person must be designated as the Team Captain and another as the secondary Captain.

- ❑ The **Team Captain** is responsible for filling out and submitting the team roster using the online **Intramural Team Registration form** (ufv.ca/campusrec/intramurals/)
- ❑ Each member of the team must register and pay separately. This can be done on the Xplor Recreation portal or in person at the Client Service Desk (E150).

Team Captain (and secondary Captains) must be in attendance to the first week of league games to go through rules and regulations.

The registration deadline for team rosters **and** participant fees is posted on the [Intramurals website](#). Any registrations submitted after the deadline will incur a \$10 late fee.

Register as and individual (Free Agent):

Free Agents are individuals who register on their own. Depending on the number of Free Agents who register, they may be assigned to a team that needs more players or placed on a team made up of all Free Agents.

- ❑ Participants will need to register and pay on the Xplor Recreation portal or in person at the Client Service Desk (E150).
- ❑ Must be in attendance to the first week of league games to go through rules and regulations

You will be emailed your team roster the weekend before the first day of leagues.

Want to be on the same team as a friend who is also registering as a Free Agent? No problem! There is a section on the Free Agent registration form for you to list your friends.

WAIVERS POLICY

All participants must be a minimum of 18 years of age and have a waiver signed in person or online (selected programs will prompt you to sign a waiver electronically during registration). If a participant is under the age of 18 years and NOT a UFV student, they will need to contact the Campus Recreation Program Manager (campusrec@ufv.ca) for approval to participate and to receive a waiver for their parent or legal guardian to sign prior to participation.

PARTICIPANT CHECK-IN PROCEDURES

Before every game, all participants **MUST** check-in with the Sport Organizer or at the Client Service sign-in kiosk with their UFV Campus Card and sign the game sheet roster. No exceptions. Alumni who are participating in Intramural leagues will need to obtain an Alumni Campus Card (ufv.ca/campuscard/alumni-membership-cards/)

TEAM NAME

We encourage participants to be creative while choosing their team names. However, any team name that is selected must be in good taste, it cannot be offensive, demeaning or humiliating to any individual or group and must abide by the Universities policies that covers harassment and discrimination. Campus Recreation reserves the right to disallow any team name that we feel is unacceptable. In the event we choose to remove a team name we will change the team's name to the captain's name until a suitable replacement name is provided. Once the league begins, your team's name is still subject to change if any concerns are raised over its intended nature.

TEAM ROSTER SIZE

Each sport has a specific number of players who can participate at one time outlined in the specific game rules, as well as a minimum number of participants needed to begin a game. If a team does not meet the minimum requirement, the game will be considered a forfeit as less than 48 hours of notice was given. If a team can not fulfill gender rule, then they play with one player on the court.

Co-ed Futsal

Minimum roster size: 8 players (1 players of different gender)

Maximum roster size: 12 players

Co-ed Volleyball

Minimum roster size: 7 players (2 players of different gender)

Maximum roster size: 10 players

Rosters can only have max. two (2) non-ufv players.

TEAM CAPTAIN ROLE AND RESPONSIBILITY

Team captains are the key to success of the Intramural program and should act with respect and leadership. Captains are team leaders, both on and off the court.

All captains (and secondary captains) will:

- ❑ Hold teammates accountable to play fairly and respect the rules, officials, spectators and other participants.
- ❑ Work in cooperation with the Sport Organizer (and Referees when applicable) for the benefit of the game.
- ❑ Recognize and respect the differences in their players.
- ❑ Encourage fair play, participation and commitment.
- ❑ Not ridicule or degrade players for any reason.
- ❑ Ensure that their team abides by the League Rules and Code of Conduct.
- ❑ Ensure that the team is aware of each week's playing schedule and ensures they have enough players to play on game day. If there is an issue to inform the Sport Organizer as soon as possible by emailing ufvcampusrecprograms@gmail.com
- ❑ Make sure that your team's priority is to have fun through healthy competition.
- ❑ Team Captain (and secondary Captains) must be in attendance to the first week of league games to go through rules and regulations.

PLAYER CODE OF CONDUCT

Here at the UFV Campus Recreation & Active Living we promote a fun, safe and respectful environment. Self-control and proper conduct are required at all times. Inappropriate behavior, occurring during Recreation programs will not be tolerated. UFV students are also expected to govern themselves in accordance with the University Student Non-Academic Code of Conduct (Policy 204).

The purpose of the recreational sports leagues at UFV is for participants to enjoy a fun, safe and fair playing environment, while promoting healthy lifestyle options and social engagement. By voluntarily participating in Campus Recreation sports, activities and events,

ALL participants agree to the following code of conduct:

- Knowing the Intramural Rules and Regulations as well as the specific rules of their sports league
- Arriving at the game ahead of the games scheduled start time
- Sign a waiver before playing in the league
- Sign into every game they play
- Demonstrating self-control and proper conduct is required at all times.
- Respect toward one another and fair play are expected at all times. Disrespectful conduct or other specified yet inappropriate behaviour during the Campus Recreation activities will not be tolerated, and such actions will be handled by the Recreation Program Manager immediately.

This includes, but not limited to:

- any act of physical assault, verbal assaults, threats and attempts to intimidate.
 - throwing of articles in a deliberate or aggressive manner, aggressively approaching another individual, or striking another individual.
 - attempting to prod or incite violence in others in or around the facility.
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- To treat the facilities and equipment with care and respect in a manner that ensures their maintenance is kept and use is preserved.
 - Participants under the influence of alcohol or drugs are prohibited to participate in any recreational activity or have access to recreational facilities on the campus.

Those demonstrating inappropriate behaviour or language will be denied entry or be asked to leave. Their membership may also be cancelled and banned from the facility.

SPECTATOR EXPECTATIONS

To maintain the safest environment for all facility users, spectators may not sit on the top of the bleachers in the north gym (E105) or south gym (E176). All spectators must turn their attention to games happening and not working on a computer and or scrolling on their cell phones.

INCIDENT REPORTS

Recreation staff are required to fill out an incident report in the event of an injury during a game or a participant's conduct is of excessive or threatening the safety of others or the participant themselves.

Injury Report

An injury is defined as any occurrence where the play has stopped due to a participant in distress. If the player is unable to continue when play resumes, an injury report shall be completed and if severe enough Security is called to assist with the injury.

Note: If the player returns later in the game, an injury report must still be completed, however, the officials/scorekeeper will note this on the injury report.

Conduct Report

A Conduct report is defined as an incident where the game must be stopped due to the nature of the participants' excessive play, on or off the court, which is a risk to the safety of others or themselves or is in violation of the Player Code of Conduct.

When a conduct report is completed, the Recreation staff may or may not inform the participant and/or the captain depending on the nature of the incident. Participants with an active conduct report will be notified along with their captain within 72 hours of the incident occurring.

In most cases, a conduct review will occur to determine if any additional disciplinary measures must be taken to ensure the safety and fun of all participants. These measures may include, but are not limited to:

- ☐ Game suspension(s)
- ☐ Removal from the team
- ☐ Removal from the league
- ☐ Sport suspension(s)
- ☐ Term suspension(s)
- ☐ Termination of membership or access for any period of time including a lifetime suspension

PLAYER ELIGIBILITY

Students, staff, and faculty are eligible to participate in leagues and drop-in sports. Prior to participation in any recreation even all participants are expected to scan their UFV Campus Card at the Client Service Desk or with Recreation staff. Any participant without a proper UFV Campus Card may be deemed ineligible to play. Non-UFV participants must be affiliated with a UFV student or employee, otherwise they are ineligible to play. All participants must be

a minimum of 17 years of age and have a valid informed consent signed by a parent or legal guardian on file.

Additional reasons for individuals to be ineligible players include, but are not limited to:

- Current varsity athletes in the same or similar sport, attending **any** post-secondary institution
- Individuals who do not have a UFV Campus Card
- Suspended or delinquent participants
- Players not identified on the original roster, are not eligible to play on the game sheet, unless approved by Sport Organizers, a minimum of 24 hours before the start of a game.
- Teams caught using ineligible players may be penalized by being required to forfeit the game that the ineligible player participated in or being removed from the league.
- Participants may only register on one team per sport.

STARTING NUMBERS

For co-ed sports, minimum spots must be fulfilled for spots left open on the playing surface for a different gender. The game may be played with one gender, but the other spot must be left open, if the different gender rule cannot be fulfilled.

SPORT SPECIFIC RULES

Sports specific rules are listed on the website in the Appendix

SCHEDULES

The first week schedule will be emailed to all registered participants the weekend after the league's registration deadline. No changes will be made once the schedule has been posted.

Sport Organizers will make every effort to accommodate preferred scheduling for all participants. Due to facility scheduling and the league structure, preferences can be honored. Every effort will be made to complete all scheduled games; however, cannot guarantee due to team forfeits, defaults, weather issues or facility changes. Games will not be rescheduled for defaulted games.

STANDINGS

Sport Organizers will make every effort to update standings weekly on Instagram (@ufvrec)

Teams will receive the following points in the standings for every sport:

- 3 points for a win
- 2 points for a tie
- 1 point for a loss
- 0 points for a forfeit
- 3 points for a default

In the case of a tie in the standings, tiebreakers will occur as follows:

- win
- goals for or against ratio

DEFAULTS

A default occurs when a team fails to arrive at the playing surface with the correct minimum number of players. The Sport Organizers will use the time on their cell phone for this purpose.

The following action will result when a team defaults:

- The team will lose 3 points in the standings for the game not played
- The opposing team (provided they are prepared to play) will receive 2 points
- If a team defaults a second time they will lose 5 points in the standings
- If it happens a third time they will be removed from the league. If a team is removed from the league Opponents games will be rescheduled based on the facility availability

FORFEITS

If you know that you cannot field a team, forfeits will be accepted 12 hours in advance of a scheduled game. This will give the Sport Organizers time to notify all participants, officials and facility staff of the cancellation. Reporting a forfeit game will result in being issued a 0 points for the game not played, rather than losing points.

PROTESTS

Only protests concerning the eligibility of players or misapplication of a rule will be reviewed. Judgment calls by the officials will not be considered for protest.

Player eligibility protests: Team Captain must inform the official that they wish to protest the eligibility of an opposing player prior to the completion of the game in

question. As soon as a player eligibility protest is filed, a full review of the eligibility of players on both teams will take place.

Rule interpretations protest: Team Captain must inform the official that they are protesting the interpretation of the rule at the time of the incident and before play resumes.

PLAYOFFS

Participants must have signed in on the game sheet and participated in a minimum of three of the team's scheduled games in order to be eligible for playoffs. Any games played by a participant while they are not on the team's submitted roster do not count toward playoff eligibility.

Expectations due to injury may be made at the discretion of the Sport Organizers. Requests should be made 48 hours before the playoff schedule begins.

Each player must be on the team's master roster and registered via the Xplor Recreation portal. In the event of a dispute over a team or players eligibility, the final decision will be made by Sport Organizers and the Campus Recreation Program Manager to determine the results.

PARTICIPANT ATTIRE

The following equipment must be worn by all participants:

- Athletic closed toe shoes, with non-marking soles
- Athletic shorts or pants
- Athletic shirt

The following items are **not** permitted:

- Hats (unless it is turned backward)
- sunglasses

JEWELRY

- All jewelry must be removed or taped over from visible parts of the body before the participants are permitted to play.
- Jewelry that is not removable for religious or medical reasons must be made as safe as possible. Medical alert necklaces or bracelets must be taped down with the medical

information still showing.

- Some types of jewelry (such as rings and earrings) pose a significant safety risk to participants. and as such must be removed. If a participant cannot remove these articles for any reason, he/she will not be permitted to play
- Any braces must be fully padded with no movable/sharp areas showing.

BLOOD SPILLS & FLUID SPILLS

- Any person showing signs of blood on their person or clothing will be immediately removed from a game or activity and will not be permitted back into an activity until the clothing has been removed and the blood flow stopped.
- Teams and players are asked to bring clothing to a game just for this occurrence.
- If a body fluid spill occurs on the playing area the game will be delayed until such time that the spill can be appropriately cleaned and sterilized.

SPORT RULES

Appendix 1 - Futsal Intramurals

Length of Game

- Games will consist of two 23-minute halves. Half time will be 5-minutes
- Play stops at whistle
- 15-minutes will be allotted to warm-up at the start at each game. (i.e. 7:00-7:15pm, 8:15-8:30pm,)

Roster

- The Team Captain must fill in the score sheet prior to the start of the game with the names of each teammate present at the beginning of the game
- Teams should have a minimum of 8 players and max of 12
- No more than max two approved public members on a team. Email campusrec@ufv.ca for public player approval.
- 5 players (includes the goalkeeper) on the floor at once, rolling subs throughout the game
- Varsity athletes who currently play for the Cascades or any University are not eligible to play in the league

Start of Game

- First ball will be decided by a coin toss
- The ball must be stationary for kickoff
 - The ref will whistle before kickoff can occur
 - Upon kickoff, the ball may be played forwards or backwards
- Teams line up on each half of the court. No one may cross the center line until the ball has been played

Playing the Ball

- Sliding tackles and Headers are NOT allowed at anytime during the game
- The goalkeeper may play the ball with hands or arms only within the crease
 - The goal crease is the women's basketball 3 point line
- Pass-back to the goalkeeper is allowed
 - The goalkeeper has 6 seconds to release the ball otherwise there will be a corner kick.
 - The goalkeeper may pick up the ball with their hands from a pass-back, however, to prevent back and forth passing between defense and the goalkeeper, they cannot pick the ball up with their hands again until the ball has completed one of the following:
 - Passes the halfway line
 - Completes 3 passes
 - Is lost in possession to the other team

- After a goal or to start the second half the ball will start at the centre line with a kickoff signaled by refs whistle
- Only the South wall is in play, all other boundaries are marked by the outermost line
- Play stops if the ball hits the ceiling or a basketball hoop
 - Ball is given to the opposite team (that did not put the ball out of play) as a kick-in from the sideline of where it hit the roof or hoop
- To tackle or play the ball, players must be on their feet. Tackling can only be made from the front of an opponent whilst they have control of the ball

Fouls

Free Kick (Indirect, direct, penalty)

- 5 fouls per half per team. The 6th foul and every foul after will be a penalty kick for the other team.

An **indirect free kick** is awarded to the opposing team for the following actions:

- Intentionally heading the ball
- Handballs
- Time violations
- Impeding of the progress of an opponent when the ball is not being played
- Preventing the goalkeeper from releasing the ball from his hands
- The goalkeeper illegally picking the ball up with their hands inside their crease

A direct free kick is awarded to the opposing team for the following actions:

- Slide tackling
- Kicking, or attempting to kick an opponent
- Tripping, or attempting to trip an opponent
- Tackling an opponent
- Pushing an opponent
- Charging an opponent
- Holding an opponent

Taking a **free kick**:

- When taking a free kick, players have 5 seconds to take a free kick. Players must wait for the whistle.
- The ball must be stationary when the kick is taken. Opposition players may form a wall but must stand 3 meters from the free kick spot
- If a foul is committed within 3 meters of the goalkeeper area, the ball may be moved back away from the defending wall to allow more room to take the free kick. This will also apply if a free kick is given close to the nets.

A **penalty kick** is awarded if the player commits any of the above offenses within their own penalty area while the ball is in play:

- The penalty kick will be taken from the top of the free-throw line. All players except the kicker and the goalkeeper (on the goal line) but be outside the penalty area
- The kicker may only take one step into the kick

Advantage or “play-on” will be played in an effort to keep the play going.

- If the ball hits the referee, the decision will be play-on as long as no team gains an unfair advantage. If the referee decides there is an unfair advantage, the ball will be returned to the team previously in possession.

Disciplinary Penalties

The Sport Organizers and Referees have the authority to penalize players and make them sit off. For serious offenses the Sport Organizer/Referee is able to remove players from the game.

Cautionable offenses (yellow card) 3-minute penalty

- Excessive or repeated fouls
- Unsportsmanlike behaviour
- Purposeful delay of game
- Repeated slide-tackling (e.g. sliding to try to keep the ball in play but by doing so interferes or contacts with another player, multiple times)
- Over aggressive play
- Deliberate handballs
- Constant arguing

Serious offenses (red card) Not returning to play until reviewed (see handbook)

- Intentional slide-tackling an opponent after serving 3-minute penalty
- Violent conduct, intimidating or harassing opponents
- Excessive verbal abuse, swearing, obscene gestures
- Striking or attempting to strike an opponent
- Spitting at opponents, officials or spectators
- Denying an obvious goal-scoring opportunity
- Anything the referee feels is unsportsmanlike behaviour
- Disputing, arguing with the referee.
- Two yellow cards in one game

Misconduct and Card System

Misconduct will be monitored by applying the yellow and red card system as follows:

1. Yellow Card

The offending player must exit the game for 3-minutes, during this time their team must play down a player (4 on the court), unless the opposing team scores. In which case they may have another player enter the court, but NOT the offending player until their penalty minutes are done.

2. Red Card

When a red card is issued, the player is to be ordered off the court and they cannot be replaced or substituted. The team will have to play with 4 players on the court for the remainder of the

game. The offending player will serve a minimum one game suspension, but may be increased under the discretion of the Sport Organisers, Referees and Campus Recreation, Program Manager.

A player is not entitled to a warning (yellow card) for these offenses and could be instantly given a red card or be suspended:

- Fighting
- Threatening players and / or referees.
- Spitting
- When the offense follows a previous yellow card.

A red card offense is a minimum of a one (1) match suspension or two (2) matches if the player has previously been suspended.

Guiding Principles

- UFV Campus Recreation places a high value on friendly competition and respect. Referees, team captains, and players are all responsible for the proper conduct of the game. Disrespect will not be tolerated.
- The referee's judgment is final for all decisions regarding gameplay.
- **All players must present their UFV Campus Card to the Sport Organizer or Client Service Desk (E105) prior to participating.**
- All players must have filled out a Campus Recreation waiver and **paid the league fee to be eligible to play in Intramural Leagues**

Team Captains

- Filling out the Game Sheet Roster, before each match
- Captains should be the only ones who discuss league or game disputes with officials
- Are responsible for ensuring all players on their team are eligible to play
- Responsible for ensuring their team knows the schedule

All Players

- Must be wearing appropriate athletic footwear (non-marking runners) and athletic clothing.
- Hats with a brim must be removed or turned backward during any game play.
- Warm-up is up to the individual.

Appendix 2 - Volleyball Intramurals

Appendix 3 - Badminton Doubles Tournament

A. Team Requirements

- Each team will consist of two players for doubles.
- Each team participating must register on the Xplor Recreation portal with the team captain doing the registration and listing their teammates at time of registration
- Each player must present a valid Student ID card to the tournament organizers at the beginning of the event. If a player is not able to do so, they will not be permitted to play.

B. Equipment/Jerseys

All players must wear proper athletic footwear and attire. Racquets and birdies will be for uses from the Campus Recreation staff with a valid Student ID card; players are welcome to bring their own racquet if they prefer.

C. Referees/Officials

Games will be self-officiated by both teams/players. Teams call their own side lines by the honor system. Recreation staff are available for any disagreements and may determine whether or not the point will be replayed or stand as is.

D. Sport-specific Rules

1. Tournament rules are based on Badminton Canada's Laws of Badminton (in general).
2. Prior to beginning the game, service will be determined by tossing the shuttle into the air and letting it land on the floor. Whichever side the nose of the birdie is pointing to will indicate the team that has choice of serving or receiving or taking a particular side of the court.
3. Each match is scheduled for 20-minutes games with a 10-minute transition between games. The game is won by the team which scores 21 points first.
4. The team that has the greatest number of wins will be declared the Champion. In the event of a tie there will be a final match between those teams.

E. Defaulted Games

For the game to start, all players must be present. If one of the opponents is not present, a five-minute grace period will be allotted starting from the official time of the scheduled match. If after five minutes the team or player still has not arrived, then it is a default.

F. Code of Conduct

All participants are expected to abide by Intramural Rules and Regulations (as defined in the 2025 Intramural Rules and Regulations Handbook), and to always act in the spirit of fair play, exhibit sportsmanship and to be respectful of all parties involved in the sport programming. If for any reason a team or player does not abide by these rules or regulations, suspension or removal from the program may occur.