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The Faculty of Kinesiology & Physical Education strives to create and maintain a welcoming, inclusive atmosphere for all students and members in all our facilities – one that is aligned with University policies, guidelines and statements on equity, diversity and excellence. To this end, the Faculty 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, as well as sexual violence prevention training. The Faculty works closely with the University's equity officers at the **Centre for Women and Trans People, Accessibility, Sexual and Gender Diversity, and Anti-Racism and Cultural Diversity** offices to design and deliver this training, and to consult on the Faculty equity outreach initiatives.

Accessibility

The Faculty ensures that it is aligned 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.

In the Athletic Centre, for example, automatic doors, accessible washrooms, a specially-designed strength circuit, and a lift in the pool are all examples of our efforts to increase accessibility. The Varsity Centre was also designed with many accessible features in mind. In addition, the Faculty endeavours to bring awareness to mental health and learning disabilities in relation to active healthy living among staff and students. All work in this area is ongoing and part of a continuous improvement process here.

We also work closely with Accessibility Services and Students for Barrier Free Access to facilitate the inclusion of students with disabilities into all aspects of university life. The goal is to provide programs and services to students and members with a documented disability, be it physical, sensory, a learning disability or a mental health condition, temporary or long-term. We deliver awareness events and activities to build an inclusive culture for those with disability.

Anti-Racism and Cultural Diversity

The Faculty strives to ensure all members of the University community can participate in our programming free of bias or discrimination, and are treated with dignity and respect. Targeted initiatives, events and programs that highlight the intersection between active healthy living and ethno-cultural diversity are part of the Faculty's equity initiatives and ongoing programs, working in partnership with the Anti-Racism and Cultural Diversity Office.

Policy initiatives are focused on honouring the institutional commitment of the University of Toronto as an organization exemplifying commitment to anti-racism and the elimination of systemic discrimination.

Events and programs are also developed to highlight the relationships between healthy active living and ethno-cultural diversity, critical race-related issues, and issues of relevance to the larger community on campus that will strengthen both the diversity of the university community and its commitment to an equitable environment.

Sexual and Gender Diversity

The Faculty encourages and aims to increase the participation of lesbian, gay, bisexual, transgendered and queer individuals and groups. We are an active member of the [Positive Space Committee](#) and work with the Sexual and Gender Diversity Office, which strives to increase awareness of sexual and gender diversity while creating an inclusive and affirming environment for all students, faculty staff and members.

There are a variety of equity issues that call for public discussion and political support. One distinctive result of marginalization based on sexual orientation and gender identity is that many lesbian, gay, bisexual, transgender and queer people remain closeted. They grow up in an environment hostile to sexual and gender diversity and often expect negative views, unless given a strong indication to the contrary. In other words, the ways that sexual minorities are marginalized makes Positive Space the kind of campaign where focusing on visibility is an appropriate response. Highlighting sexual and gender diversity as distinct from other equity issues works against the silence that otherwise permeates our culture all too often.

Women-Only Hours

Women-only hours is a targeted needs-based program designed to ensure equitable participation in physical activity. Women-only hours are one of several equity strategies implemented by the Faculty to optimize participation, reduce barriers to being active, and foster inclusivity across culture, religion and ability level.

While women currently constitute over half of U of T's student body, they continue to be under-represented in most forms of physical activity. Our usage statistics show that while female participation in particular facility spaces is low during regular hours, it increases notably during times scheduled for women only. Women-only hours are therefore one of several strategies implemented by the Faculty to optimize participation, reduce barriers to being active, and foster inclusivity across culture, religion and ability level.

The Faculty of Kinesiology & Physical Education strives to create and maintain a welcoming, inclusive atmosphere for all students and members in all our facilities. Women-only hours reflect the mission of the Faculty and its commitment to education, research, leadership, and the provision of opportunity.

The faculty works in partnership with the Status of Women Office at the University, accessing them for consultation and support on policy issues regarding women, as well as developing events and programs to highlight and support engagement of girls and women in physical activity and sport.

INFORMATION AT A GLANCE

WHERE TO FIND US

Intramural Office: Main floor of the Athletic Centre (BN 134)
Phone Number: 416-978-6511
Web site: kpe.utoronto.ca/sport-recreation/intramurals

INTRAMURAL OFFICE

Deide Konney	Coordinator, Intramural Administration	416-978-6511
Jen Krol	Coordinator, Intramural Operation	416-978-4420
Chris Arnold	Manager, Tri-Campus Sports	416-946-7878

EMERGENCY INFORMATION

U of T Campus Police: 416-978-2222
Equipment Counter: 416-978-6256
Varsity Pavilion: 416-978-6428

HISTORY OF INTRAMURALS

The Intramural System as it exists today developed over time, with a tradition dating back to 1893. Its history evolved through the formation of the Men's, Women's, and Co-ed Intramural Sports Committees. More recently, there has been a recognition that gendered representation within the governance structure no longer met the needs of the student population, and so the current sub-committee structure was implemented. These are the key coordinating sub-committees in the present operational structure, and they are governed by the Intramural Sports Council.

The Intramural Sports Council's role is to provide guidance and direction to the Tri-Campus administrative staff on all matters related to the Intramural program. The ISC reports in turn to the Council of Athletics and Recreation. For more information about the ISC, please refer to our website.

The Intramural Program at the University of Toronto is one of the largest and best in the nation. With an underlying mission of "something for everyone", it offers a wide range of sports to meet the diverse interests of the student population. Our goal is to augment a student's university experience – be a fun time to participate in sport and make new friends. The Intramural Program is committed providing an open, inclusive environment for all students, regardless of ages, ability, gender or background.

The intent of the Intramural Program is to provide positive experiences for all who participate. In this sense, all intramural participants are expected to comply with the spirit as well as the letter of the rules.

Individuals, teams and organizations imply their acceptance of the rules and policies of the Intramural Program as outlined in this Handbook (and the decisions of the staff, committees, and appeal process) when they elect to participate in the program.

With cooperation and enthusiasm for the following information, intramural participation will remain a quality experience.

MISSION STATEMENT & VALUES

University of Toronto Intramurals:

A student and staff partnership leading the way in providing opportunities for fun, fair play and development for all. ** Build community*

OUR VALUES

What matters are our students and members, for without them we have no purpose.

What matters is that we act with integrity in everything we do, earning the respect of our community.

What matters is that opportunity, personal growth, and satisfaction thrive in an environment of diversity and inclusivity.

What matters are cooperation, consideration and respect among ourselves, for without these values there is no team.

What matters are ideas and ideals - and the recognition that we all have our own to contribute.

What matters is being the best, and then improving.

ACCESSIBILITY

The Faculty of Kinesiology & Physical Education is committed to providing programs and services that are open, accessible and welcoming to all. If you are concerned about any accessibility issues, please reach out to our office staff and we will be happy to accommodate to the best of our ability.

FAIR PLAY CODE

Everyone who uses our facility must:

- * Demonstrate respect for all individuals
- * Respect 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 U of T 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, player 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!

Failure to abide by our **CODE of FAIR PLAY** will result in the review or removal of individuals and privileges

PERSONNEL

INTRAMURAL SPORTS REPRESENTATIVES

The Intramural Sports Committees are composed of the Athletic Representatives or appointees from each of the Athletic Associations of the competing Colleges, Faculties and recognized groups of the University. These committees shall, subject to the Intramural Sports Council, provide guidance and direction to the administrative staff on all matters related to the intramural program. The ISC is to provide feedback and a student voice in all matters related to the program, including but not limited to sport offerings, eligibility, and suspensions. Administrative staff will adhere to the recommendations of the ISC where possible, taking into consideration factors such as financial impact, risk management, and other student programming. The Intramural Sports Council reports in turn to the Council of Athletics and Recreation.

As an Intramural Representative, your key to success is communication -- getting the information needed to the people who need it.



INTRAMURAL SPORTS COUNCIL

On April 7, 1999, a joint meeting of the Co-ed, Men's and Women's Sports Committees voted to develop an Intramural Sports Council (ISC) to govern the University of Toronto's Intramural Program. The Council is responsible for providing feedback on policy decisions that pertain to all areas of the program. On March 14, 2019, the ISC voted to formally remove the Co-Ed, Men's, and Women's Sports Committees, and adopted the following sub-committees for administrative support:

- Marketing and Communications
- Policies and Procedures
- Equity and Diversity
- Sport Development

I. Membership

The Intramural Sports Council is composed of the representatives from each of the recognized units, who shall be selected by election, appointment, or on a voluntary basis as per that unit's constitution.

1. Chairs

The Intramural Council will be co-chaired by the intramural representatives who have been elected that year by a general election of voting members of the Intramural Sports Council.

2. Quorum

Quorum for Council meeting shall consist of a minimum of twelve voting members.

3. Length of Meetings

Council meetings may not exceed two hours.

4. Voting

Each recognized unit of competition is entitled to a maximum of three votes. The Intramural Sports Council voting units are comprised of the University of Toronto Academic Units, the seven Arts and Sciences Colleges, and University recognized residences. The recognized units are:

Architecture, Landscape and Design (Daniels)

Music

Chestnut Residence

New College

Nursing

Dentistry

Education (O.I.S.E.)

Applied Science and Engineering

Pharmacy

Information

Public Health (Dalla Lana)

Social Work (Factor-Inwentash)

PT/OT (Rehab)

Munk

Grad House

St. Michael's College

Innis College

Graduate Studies (S.G.S.)

Kinesiology and Physical Education (K.P.E)

Trinity College
University College
Law
University of Toronto Mississauga (U.T.M.)
Management (Rotman)
University of Toronto Scarborough (U.T.S.C.)
Victoria College
Medicine
Woodsworth College

Council business shall be conducted as per Robert's Rules of Order. Each motion requires a mover and a seconder. A simple majority will cause the motion to be carried. A tied vote is lost. The Co-Chairs may not vote while occupying the chair.

5. Ex Officio Members

The Dean of the Faculty of Kinesiology and Physical Education; the Director, Sport and Recreation; the Manager, Tri-Campus Sports and full time Intramural staff members of FKPE shall be ex-officio (non-voting) members of Council. One of these members shall also act as secretary for Council meetings.

6. Sub-Committee Liasons

The administrative staff will also serve as support members for each sub-committee, acting in an advisory and non-voting role.

7. Executive Committee

On the occasions where a decision of the Committee is needed, and a meeting cannot be called in a reasonable time frame, an executive committee shall be in place to support the administrative staff as needed. The executive committee shall consist of the Co-chairs of the ISC, as well as the sub-committee chair positions, for a total of six Executive committee members.

SPORT SUB-COMMITTEES

THE ORGANIZATION OF INTRAMURAL COMMITTEES

Representation – Each Sub-Committee shall elect a Chair from the members of the ISC at large. This Committee chair will serve as a Vice-Chair for the ISC, as well as serve as an executive committee member.

Duties - Each Intramural Sports sub-Committee shall provide support and direction to the Intramural Sports Council for its respective area, and consider any changes with feedback to the administrative staff. All ISC representatives are expected to join one of the sub committees.

- Marketing and Communications
 - o Promotional material (videos, social media)
 - o Internal communication (Discord, FB, Whatsapp)

- Policies and Procedures
 - o reviewing existing policy/sport rules as needed
 - o ensuring correct process is followed in decision making

- Equity and Diversity

- ensures equal opportunity is provided to all students to be heard.
 - Shares opportunities to get involved in EDI sport programming
 - Provides ideas on how to make programming more inclusive
- Sport Development
- Shares ideas on new sports and tournaments
 - Provides feedback on current sport offerings

Ad Hoc Appeals Committee

In addition to the four standing committees, there will be an Ad Hoc Appeals committee that will meet when needed. The Appeals committee shall consider any appeals arising from disciplinary or procedural decisions, and which meet the appeal criteria (see Discipline, Protests and Appeals). The appeals committee shall be comprised of a minimum of five voting ISC members and must be chaired by an executive committee member. In each instance of an appeal being requested, any conflict of interest must be declared, and any recognized unit involved in the original decision being appealed cannot serve on the appeals committee.

Ad Hoc Awards Committee

Annually, an Ad Hoc awards committee will be called for the purpose of adjudicating and awarding Intramural awards to be distributed at the year-end celebration. The Awards committee will consist of a minimum of five ISC members at large, and is chaired by the Manager, Tri-Campus Sports.

COUNCIL & SPORT COMMITTEE MEMBERSHIP

Officers Defined

1. **Chair** - Elected by a preferential vote of all voting members of their respective Intramural Committee.
2. **Subcommittee Chair** - Elected by a preferential vote of all voting members to lead a respective Intramural Subcommittee.
3. **Intramural Sports Council Representatives** - One or more per recognized unit who shall be selected by election, appointment, or on a voluntary basis as per that unit's constitution. Each unit can have a maximum of three votes, regardless of how many representatives attend a meeting.
4. **Carryover Members** – Any past ISC member may return to support their recognized unit in a non-voting capacity. The intention is to provide guidance and ensure a smooth transition of knowledge to new representatives. If a recognized unit would like to bring more than three carryover members to a single meeting, the Intramural office must be notified in advance.

Duties of Officers

1. Chair

It shall be the duty of the Chair to preside at all meetings of the Intramural Sports Council.

They shall also represent the Intramural Sports Council as voting members of the Council of Athletics and Recreation.

2. Subcommittee Chair

The Subcommittee chair is responsible for chairing meetings of their subcommittee as elected.

3. Carryover Members

The carryover members are expected to attend all ISC meetings.

4. Intramural Sport Council Representatives:

The Intramural Representatives shall be ultimately responsible to the Intramural Sports Council for their unit's participation and performance in the Intramural Program. The Intramural Representative shall submit all necessary administrative requirements for their unit. The Intramural Representative shall attend all Intramural Council meetings. It shall be the Representatives' duty to share their participants' views to the Intramural Committee and assist in program evaluation.

In addition, ISC representatives shall:

- a) Officially enter the number of teams desired by their recognized unit.
- b) Be responsible for the internal organization and overall supervision within their recognized unit for the sport which they represent.
- c) Participate in program evaluations as requested.
- d) Ensure that all unit members are made aware of the Intramural rules.

ELIGIBILITY

General Intramural Eligibility Rules (Coed, Men's & Women's)

1. In order to be eligible to participate in Intramural activities a participant must:
 - a) Have paid the University of Toronto Athletic Centre membership fee.
 - b) Be registered on the official team list for each team for which he/she plays. In addition, student participants must be a registered student in actual attendance proceeding to a degree or diploma. See page 15 for further details re: staff, faculty and alumni.

Having signed the player registration form signifies compliance with eligibility rules and agreement with the Participant's Consent Form. Confirming acknowledgement of the code of conduct on IM Leagues is further verification that the eligibility rules are understood.

2. Affiliation - A participant in Div. I and II may compete only for those units with which he/she is affiliated. Affiliation is defined as registered or resident in the particular College, Faculty or recognized group.
3. Multiple Affiliations - A student who is affiliated with more than one College, Faculty or recognized group (e.g. residence) may compete for any one of those units in each Intramural Sport as long as they have paid the unit's activity fees for that year. Students who are eligible to play for teams in different Colleges, Faculties or recognized groups, will be bound in that sport for the season only to the College, Faculty or recognized group for which they first appear. Affiliation with a college/faculty team over the summer does **not** constitute eligibility for the following academic year.
4. Change of Affiliation - Students who change their affiliation status (i.e. change college/faculty) will be allowed to continue to play for their previous competitive unit provided that such participation is not broken by a switch to playing for the new unit. In the case of serious illness or injury, permission to continue such affiliation may be granted by the Intramural Sports Council.
5. Varsity Players
 - a) In most activities a student who is deemed a current member of an Intercollegiate team is not eligible for Intramural play in that sport. Refer to the individual sport exceptions in the Sport Rules, and note program regulations identified in the Handbook. An intercollegiate practice squad player may play intramurals until he/she plays in three (3) Varsity Blues games.
 - b) As a minimum criterion former intercollegiate athletes must play in the highest division entry (in their sport competed at Intercollegiate level) sponsored by their unit of affiliation.
 - c) In Innertube Water Polo, special regulations are in force to permit limited number of current Intercollegiate team members to play for Intramural teams. For details inquire at the Intramural Office.
 - d) In Rugby, the Varsity Coach shall be required to name his Varsity Squad. Division I teams shall be allowed to dress a maximum of two (2) varsity players for each game. Division II teams shall be allowed to dress a maximum of one (1) varsity player for each game.
8. One Team per Sport - A participant may only play on one team and/or division per sport regardless of level, be it in Men's or Women's competition or Coed programs. Participation shall be defined as having his/her name appear on the game sheet. Further, eligible students may play in either the Men's or the Women's program as well as the Coed Program.

Exception: Male participants may apply to the I.S.C. if they wish to play in a Women's sport (league or tournament). Also, female ice hockey players may play in both the men's and women's leagues.

7. Transferring Teams - In order that a participant may have the opportunity to play with a team suitable to his/her ability a player may transfer teams under certain specific rules and procedures.
 - a) Players may play a maximum of one game per year per sport at a higher level, but reserve the right to move down to a lower skill level until he/she has played a second game at the higher level. This is subject to Eligibility Rule #2 Affiliation. If any question arises, check with the Intramural Office Staff.
 - b) Players may be brought up to a higher level of play, subject to the one game restriction, at anytime during the season. The player may participate at the higher level for one game without impacting their ability to return to the lower tier. Once a second game is played at the higher competitive level, they are deemed to have transferred their eligibility and are no longer able to play in the lower division. Eligibility for playoff rules still apply. When this occurs, the player must notify the IM Office that their eligibility is transferring. Failure to do so may result in the player question being deemed ineligible for either division. Other emergency replacement regulations remain in force. No other transfers of temporary replacements are allowed.
 - c) Female participants may play one game per year per sport in a men's division.
8. Players Pool for "Free Agents" - Players who are affiliated with a College, Faculty or recognized group, which does not enter a team in a particular sport, may apply for inclusion in a player's pool to be assigned to a team on the basis of need. Applications are available at the Intramural Office, and will appear on the IM Leagues Free Agent function. Excess players from college/faculty affiliated teams may apply for Free Agent status, and must be vetted by the IM Office and the ISC Rep before playing.
9. Playoff Eligibility - In order to be eligible for participation in playoff competition each player must play a specific number of regular season games. A player must qualify under one of the following regulations:
 - a) A player must be in uniform for and appear on the game report for one-third of the regular league schedule where the schedule consists of more than six games (the minimum acceptable is three games) and for one-half where the schedule consists of six games or less (the minimum acceptable is two games). Note: This rule does not apply to sub-goaltenders in hockey and lacrosse. In the cases of soccer and field hockey, sub-goaltenders must play in at least one regular season game to be eligible for the playoffs. In all cases the sub-goaltender may appear in the playoffs only for the team with which he/she is registered.
 - b) A player who, through injury, does not qualify under item #a may, on application, be made eligible through a ruling of the IM Office. Acceptable medical proof of injury as provided by a professional health service must be presented to support each such application.
10. Signing In – All Participants in IM programming must register for IM Leagues prior to participating. Once a player has registered for IM leagues, they will automatically appear on the game sheet. All participants in the Intramural Program must then verify their name and list their membership or student number on the game sheet, and show their membership or student card to identify themselves to the Game Manager. A player who is missing his/her T card/membership card may obtain a temporary pass from the KPE membership services office and show that, along with a government-issued piece of photo identification, and be allowed to play. A player may do this a maximum of three times per academic year.
11. Unclear Eligibility - All questions of eligibility must be clarified in writing and submitted to the Intramural Manager and signed by the game manager, as well as the team representative. The player in question cannot play until permission has been granted by the Intramural Manager. If a decision cannot be made prior to game time, the game may continue with the understanding that the result may be overturned once a decision can be made.
12. Suspended Players - Individuals who have been suspended from participation in the Intramural Sports Program as a result of Fighting (as per Guidelines for Discipline of Individuals page) and who have

served their suspension, may appeal to the Policies and Procedures Sub-Committee for consideration of waiving the playoff eligibility requirements in that Sport.

13. Independent Teams – Independent teams generally enter leagues in Division 3 or lower. At that level, the team may be composed of players from any number of different units (i.e. in Division 3 or higher, a player is not bound to play for her/his unit of affiliation).
14. Professional Players - Any professional player, regardless of whether he/she has been reinstated as an amateur shall be ineligible to participate in the sport in which he/she participated professionally. For purposes of this section a "professional player is one who receives any kind of payment, directly or indirectly for participation except as permitted by governing rules of Canadian Interuniversity Sport."

* Notwithstanding the above eligibility restrictions, a student has the right of appeal any eligibility decision through the appropriate appeal process.

ELIGIBILITY

WHO MAY PLAY

* Generally, Division I is reserved for students only. When a sport offers only one division, staff, faculty, and alumni members of the Athletic Center may participate in that division.

Students – Current U of T students may play in any division.

Staff – Full time U of T staff (i.e. those who are eligible to receive full benefits) who are members of the Athletic Centre may play in Div. II and lower, except in cases mentioned in * (above). Such participants must play for the unit for which they work.

Faculty – U of T faculty members who are members of the Athletic Centre may play in Div. II and lower, except in cases mentioned in * (above). Such participants must play for the unit for which they work.

Alumni – Alumni members (graduates of the University of Toronto) of the Athletic Center may play in Div. II and lower except in cases mentioned in * (above). Such participants must play for a unit from which they graduated. A team may have a maximum of 2 alumni members on its roster.

Community – Community members of the Athletic Center are not eligible to play in fall and winter intramural sports.

Post Doctoral Students – Post doctoral members of the Athletic Center are eligible to play any level of intramurals provided that they have a current AC membership.

Transitional Year Program - Students enrolled in the Transitional Year Program (TYP) are eligible to play if they are members of the Athletic Centre. They are affiliated with Woodsworth College.



ELIGIBILITY QUICK REFERENCE

AC Membership	Intramural Sport Type		
	Division I (all levels)	Division 2 & Lower (all levels)	Tournaments
Students			
Full Time	Y	Y	Y
Part Time	Y	Y	Y
Post Doc – a	Y	Y	Y
TYP – a	Y	Y	Y
Staff	N – b	Y	Y
Faculty	N – b	Y	Y
Alumni (<i>max 2</i>)	N – b	Y	Y
Community - c	N	N	N

ELIGIBILITY

- a – Are only eligible if they have a current Athletic Centre membership.
- b – Are eligible to participate in that sport only if there is one division being offered.
- c – Community members may participate in summer intramural programming only.

Emergency Replacements

In order to maintain a team of sufficient numerical strength during playoffs, **injured players only** may be replaced for playoff games under the following regulations (NOTE: A Doctor's verification of the injury may be required):

1. An emergency replacement will be granted in order to ensure a default does not take place. Such replacements are not intended to increase the caliber of play.

Basketball 5	*Hockey 8 (*including sub goalie)	Indoor Soccer 6	Lacrosse 6
Rugby 15/12	Soccer 12	Flag Football 6	Volleyball 6
			Water Polo 6

For other Intramural sports, consult the staff in the Intramural Office.

2. A request for an emergency replacement must be made on the form provided at the Intramural Office, and approved by the appropriate staff member.

Responsibility for Checking Eligibility

1. The Intramural Office assumes limited responsibility for checking the eligibility of participants.
2. Any case of ineligibility reported to the Intramural Office will be investigated and dealt with according to the rules. Such cases may be reported by any Intramural participant (player, coach, referee,

supervisor), but must be specific in nature (i.e. identify individual by name, team etc.)

Penalty for Playing an Ineligible Player

Any team that uses an ineligible player will forfeit the game and lose one point in the standings.

All cases of ineligibility will be dealt with by the Manager. In addition, the player in question will automatically be suspended for two games for each incidence of playing while ineligible. The non-offending team will be credited with a win.

Note: It is the responsibility of the team representative to communicate the following information to their players.

Player Identification Checking – Coed, Men's, Women's Intramural Programs

Purpose: To reduce the incidence of ineligible players in the intramural leagues, as well as to facilitate the swift settling of eligibility disputes by requiring all players to carry appropriate identification at all times. For students this will be a T card.

Procedure: At a game site, the Game Manager approaches each team and asks for every player to show their membership or student T card.

If satisfactory identification is produced, no further action is taken. If a player does not have the appropriate I.D., the player may not play. A player who is missing his/her T card/membership card may obtain a temporary pass from the KPE membership services office and show that, along with a government-issued piece of photo identification, and be allowed to play. A player may do this a maximum of three times per academic year.



INTRAMURAL PROGRAM STRUCTURE

COMPETITION INFORMATION

General Guidelines and Rules for Conduct of Competition

Intramural activities are generally programmed with a view toward the average student and their level of sport background. Where possible, however, some provision is made for individual differences in skill and experience in many sports.

General Guidelines to Levels Open, Women's and Coed's

Most sports offer a choice of skill levels of play. Where multiple divisions are offered, division I is the highest level of play available. These participants must be prepared for a higher quality

competition. Division 2 is a lower level of play, but, like division 1, is specifically dedicated to teams from recognized units. As each sport is offered at multiple times, teams must be flexible in their availability to compete. Lower divisions provide opportunities for participants with some or no experience in the game, as well as teams who do not have an affiliation with a recognized unit.

In mixed activities, modified playing rules have been developed to accommodate equitable participation for any interested individual.

TEAM AND PLAYER REGISTRATION

I. League Sports

- REGISTRATION**
- a) Team Representatives must enter the number of teams desired by their college or faculty through the team registration survey, available through the IM office staff. All entries must be submitted by the College/Faculty Intramural Committee representative.
 - b) Team Entry - Entry forms should be completed thoroughly with the desired competition level for each team, team name, team representative's phone number, address, and email address. Team entry forms must be handed in to the staff in the membership services desk in the Athletic Centre, Goldring Centre, or Varsity Pavilion by the appropriate deadline date. Deadline dates for each sport will be listed in the AC Guide, and online at kpe.utoronto.ca/sport-recreation/intramurals.

Note: Due to a high demand and facility constraints, there are a limited number of entries for each sport. Late entries or those over the quota will be placed on a waiting list and be used to replace teams as necessary. Any recognized unit that confirms that it wishes to have a team in a league by the entry deadline will be guaranteed a ballot to have at least one team, prior to any recognized unit being awarded a second team.

*** For Winter 2023, when the outcome of the ballot process will result in a lottery for remaining positions in the league, the IM Office may consider previous default history of the teams still involved in the lottery to determine the most suitable entries. This will only be a consideration to remove teams with a history of defaulting.

MEN and COED - A maximum of two (2) teams per unit per division in a sport is allowed, unless there are still spaces available at the end of the ballot meeting. A competing unit is not allowed to enter a second team in a division until all other units that wish to have a team in that sport have been so entered.

WOMEN - A maximum of one (1) team per unit per division in a sport is allowed. A competing unit is not allowed to enter a second team in a division until all other units that wish to have a team in that sport have been so entered.

ALL LEAGUES – Where a sport's Div. I is deemed not viable during the entry process, that division will be amalgamated with Div. II to form one large division for the regular season. For the playoffs, the top teams will be in Div. I, and the next group in Div. II as decided by the IM Office (numbers depend on the total entries).

- c) Captains' Meeting - A Team Representative **must** attend the Captains' meeting in order to confirm entry of a team in that league/tournament event. General rules, schedules, captain's responsibilities and other pertinent information will be discussed at that meeting. *In all leagues, the top 60% of teams from the previous season are given the first right for*

re-admittance into the league (based on order of regular season finish). This rule has been suspended by the Intramural Sport Council for the 2022-23 season while it is re-written for clarity. The remaining places will be filled via a ballot process. In women's leagues, the IM Office reserves the right to move the previous season's champion up to a higher division unless there is a cost recovery involved.

Note: If a team misses a Captains' Meeting and have not given written regrets to Intramural Office staff a minimum of 24 hours prior to the meeting, the team will be subject to the following penalties:

i) Fine of \$35

ii) If the fine is not paid within 48 hours, the team is removed from the league.

The Intramural Office will make every effort as a courtesy, where possible, to notify the reps/captains of the missed meeting. However, the onus is on the reps/captains to obtain this information.

- d) Player Registration Form - A complete list of players' names, signatures and membership numbers must be submitted to the Intramural Office before the team's second league game. Teams failing to do so may be penalized as having played an ineligible player. A complete roster must also be entered into IM Leagues for accurate record keeping prior to any player playing their first game.
- e) Adding Players - Additional players may be added to a team at any time by filling out an additional player registration form. All such additional forms must be submitted to the Intramural Office prior to the individual participating (through the Team Representatives). Note that the additional player must also be added to the IM Leagues roster prior to playing as well.
- f) The IM office reserves the right to move any team that finishes the regular season in first place, and also wins the championship, up to a higher division in the next season. This rule applies only to teams representing a recognized college or faculty unit. Exceptions are made if a) the college/faculty already has a team in the higher division or b) it will necessitate the college/faculty paying a higher cost recovery fee. In women's leagues, the team that wins a championship must move up to a higher division (if available) in the following season.

2. Player's Pool (Free Agents)

- a) In Coed, Men's and Women's sports, a player's pool is set up each year through IM Leagues. A student is eligible for the pool if he/she is a student proceeding to a degree in a College or Faculty where no team is sponsored. Application for inclusion in the pool is made at the Intramural Office. In rare cases, excess players from a college/faculty team may apply to play as free agents, which will be confirmed with their college/faculty rep prior to allowing participation.
- b) Players may indicate interest in joining the players pool at any time, and will may be selected to join a team at any point of the season. Note that Free Agents are not guaranteed a spot on a team.
- c) In addition, participants may enter the players' pool where he/she wishes to play on a team in a higher division than that entered by his/her college or faculty.
- d) The same rules regarding eligibility and conduct apply to members of a player's pool team.

3. Tournament Sports

Each College, Faculty or School Representative must submit an entry form to the membership services counter in order to register their team for that sport by the deadline indicated. If insufficient interest is shown, the activity may be cancelled.

Note: An Informed Consent Agreement has been included on all Entry and Registration Forms to indemnify and save harmless the University of Toronto, their/its officers, instructors, coaches, employees, members and clubs from and against all claims, demands, losses, costs, damages, actions, suits or proceedings arising out of the participation of or in any activity whatsoever, whether on or off University property.

Having signed the player registration form signifies compliance with eligibility rules and agreement with the Informed Consent Agreement.

DUTIES OF TEAM REPRESENTATIVES (CAPTAINS)

A Representative shall be selected/appointed, either by the Athletic Association of each College/Faculty and recognized group, or by the team itself if it is an "independent" entry, for each team entered in intramural competition including tournaments as well as league competition. The Team Representatives duties shall be as follows:

1. For each team sport, complete the team registration form and consent form and submit it to the Intramural Office before the first scheduled game played by their team.
2. Be responsible for updating the team registration list with the Intramural Office.
3. Be responsible for the eligibility of the members of their team. This includes ensuring that they are registered on IM Leagues.
5. Ensure that team members are wearing the proper protective equipment as defined in the sport specific rules and regulations.
6. With the assistance of the Game Manager, ensure that an injury report form is filled out and submitted to the Intramural Office for every injury incurred in Faculty Facilities.
7. Be responsible for informing the players of the source of the rules for that sport and any revisions or clarifications issued by administrative staff.
8. Consult the Intramural Office for schedules published regularly and for possible revisions in game schedules.
9. Be responsible for having the team on the field of play ready to start at the scheduled time.
10. Certify by the representatives' signature the correctness of the game reports (including score, attendance, and record of any incidents that may have occurred).
11. Be the only team member authorized to conduct business with the Intramural Office.

DEFAULTS AND FORFEITS

The main purpose of scheduling a game is so that people can play. Games are to begin at their scheduled time with at least the minimum number of players required in attendance. A team that defaults a game is penalized one point in standings.

The following rules are for use in the intramural program.

1. Any team that defaults its **first** game will be penalized \$70 and the team may be removed from further competition.
2. After the first game, each default will be penalized \$35 and the team may be removed from further competition.
3. Players from teams that have defaulted out of a league are not barred from playing, but may join another team in the league.
4. A team defaulting out of a league may be replaced by a team from the wait list. The 'new' team begins play with a 'clean' record (no wins, losses, ties, or defaults). If no team is available from the wait list, the defaulting team may be offered re-entrance to the league, and will continue with its previous record (i.e. does not receive a 'clean' record).
5. When a team defaults out of a league, all games that would have involved that team will be removed from the schedule and standings and become practices for their remaining opponents (i.e. future opponents do not receive "free" wins). The results from games that the defaulting team actually did play will remain in the standings, including games defaulted at game time.

Advance Notice of Forfeit

1. A team that notifies the Intramural Office at least two business days before a scheduled game that it will be unable to field enough players will be deemed a forfeit, and not a default, and therefore will not be penalized financially. It will lose one point in the standings. The non-offending team will be credited with a win and all players on the team roster at the time of the forfeit may count that game toward their

playoff eligibility, and will be offered the space to host a practice where possible.

Player Requirements to Avoid Defaults

Please check the specific sport rules to confirm the player numbers required to avoid a default.

1. During a game, if the number of players on a team falls below the required number due to players leaving (excluding injuries and ejections), the team defaults the game.
2. On teams where a goalie is required, the goalie is included in the minimum number of players required to avoid a default. Note that some sport rules indicate the game may begin with fewer numbers.
3. If a game is defaulted, it is expected that the referees stay and officiate a scrimmage game between those participants present, with the exception being games involving board officials.

PERFORMANCE BOND PROCEDURES

ENTRY AND DEFAULT INFORMATION FOR LEAGUES:

In order to enter any intramural leagues each recognized unit must submit a performance bond at the beginning of the season which will be held in trust and returned in full if no teams from that recognized unit default. The bond will, however, be forfeited in part or whole upon defaults.

How much to pay:

Each recognized unit is placed in one of the levels based on student population or residence capacity. This list is updated every five years to reflect population trends and to accurately reflect each unit.

Updated from Facts and Figures 2021 (<https://data.utoronto.ca/facts-and-figures/>):

Level 1 (3000+ student population): Victoria College, OISE, SGS, SMC, Woodsworth, UC, New, Medicine, Engineering, UTSC, UTM

Level 2 (1000-2999 student population): Chestnut, KPE, Pharmacy, Public Health, Daniels, Management, Trinity, Innis

Level 3 (0-999 student population): Grad House, Social Work, Dentistry, Nursing, Law, Music, Information

The following charges will apply based on the level the recognized unit falls under:

Level 1: \$1000 Level 2: \$750 Level 3: \$500

- * Independent teams not categorized in one of the above recognized units may enter specific leagues on an individual basis at \$70 per team entry.
- * Joint teams may enter under a single recognized unit, or have each unit represented on the team assume equal responsibility in the case of a default (see section on "If a team defaults").

How and When to Pay:

Payment (credit, debit, or cheque) can be made at the main office at the Athletic Centre. Please bring the invoice as well as the method of payment. Failure to pay the invoice prior to the winter registration may result in teams being removed from play or prevented from joining in the winter term. Payment can also be made by internal debit memo by recognized units where applicable.

If a team defaults:

Teams that default the first game of the season will lose the full \$70 default bond and may be removed from the league. After the first game, teams that default will lose \$35 of the default bond and may be removed from the league. These penalties will be subtracted from the appropriate recognized unit's total performance bond before refunds are processed.

When joint teams (made up of participants from more than one unit) default, an equal percentage of the penalty will be subtracted from each recognized unit represented. At any time throughout the year if a recognized unit incurs default fees that take them below a \$0 balance, any additional charges will be invoiced to the recognized unit before refunds are processed, and the balance must be paid before another registration will be accepted.

**Note that pulling out of a league after the registration deadline will be treated as a first game default, and a fee of \$70 will be applied.

Reimbursement of Bonds:

All performance bonds (full amount or less due to defaults) will be returned to the recognized unit's rep at the end of the academic year. Teams which enter on an individual basis will also be reimbursed at the end of the academic year.

COST RECOVERY FEES

In order to offset the cost of non-student referees, teams in the sports listed will be required to pay a cost recovery fee to play in their respective league. These are invoiced after league composition is determined (after teams have been confirmed).

Ice Hockey: \$300 per team

TOURNAMENTS

Teams will register for tournaments individually. Teams will pay a \$40 refundable default bond to register for each tournament they participate in, which is not covered by the above recognized unit performance bond. Teams will be refunded if they play all their scheduled games in the tournament.



SCHEDULES

SCHEDULE AND GAME SHEET INFORMATION

Game Sheets, Results and Standings

The game sheet is the only official record of the game. Team representatives and officials should ensure that all information on the game sheet is complete, legible, and correct. This includes the score, the players who were present and participated, as well as a record of any incident or injury that occurred. Team representatives are to sign the game sheet at the end of the game to verify the information is correct. The game sheet will stand, however, even without a signature unless a written notice of intent to protest appears on the back of the game sheet.

Game results will be tabulated and standings will be published. Any apparent error in the standings should be reported immediately. Standings will be finalized by the intramural office prior to the playoffs for each sport.

Schedule Information

Game schedules are generally prepared in advance of the captain’s meeting for each sport. Schedules are distributed to all teams, and the captain’s meeting is the only opportunity to adjust schedules. Once the captain’s meeting has completed, schedule changes will only be considered for extreme circumstances and where all parties agree to make the change.

Officials - Procedures for No-Shows

In the event that an official fail to appear for their scheduled intramural game, the following procedure is in affect;

1. The Game Manager and team representatives will attempt to contact the Head Official or Game Manager Coordinator to attempt to reach the intended referee.
2. The following intramural sports have been identified as high risk:

Ice Hockey - minimum one official required

In order for ice hockey games to take place the minimum staff requirement must be met. In the event that this requirement is not met the game manager will postpone the game. The intramural office will try to reschedule the game but this may not be possible. If the game is not rescheduled the teams will have one less game in the league season.

3. All Other Sports:

In the event that the intended official is not available a discussion between the respective captains of both teams should be arranged. The representatives must both sign their agreement on the self-referee form prior to the commencement of the game for the game to take place without an official. If the self-referee form is signed, then the score will be recorded as a legitimate result.

PLAYOFF REGULATIONS

1. The minimum number of teams to qualify for any playoff series will be 50% or 50% +1 of the size of the league. Please see chart for reference.

** Note that in rare circumstances, the intramural office reserves the right to reduce the number of playoff teams in order to complete a season within a reasonable time period.

Size of League	# of Teams Advancing
4	3
5	4

Size of League	# of Teams Advancing
11	6
12	6

6	4
7	4
8	4
9	6
10	6

13-16	8

2. In order to determine the position of a team in the playoff draw, 2 points shall be awarded for each game won in league play, and 1 point for each game tied. A loss is worth zero points, a forfeit is equal to -1 point and a default is equal to -1 point in the standings.

Note: A forfeit occurs when a team informs the office with adequate notice that they cannot play their game. A forfeit can also occur when an ineligible player is discovered.
A default occurs when there is insufficient notice that a team cannot play their game.

3. When an unbalanced schedule (i.e. unequal number of games played by teams) occurs, standings shall be determined on the basis of percentage of points earned (total points earned divided by the total potential points that could have been earned).

Example: GP-7 W-4 L-2 T-1 points % = $9/14 = .643$

4. Where a tie exists for a playoff position, the following formula shall be used:
- Least number of defaults.
 - Least number of forfeits.
 - Best record in head-to-head competition. When more than two teams are involved, all games between only the tied teams will be evaluated. This will only be utilized if all tied teams have played an equal number of games against each other. Notwithstanding, if logic dictates a team winning or losing the tiebreak at this point, this tiebreak will still be used. (i.e., *Team A beat Team B and C, but Team B and C did not play, Team A would still win this tiebreak.*)
 - Best point differential* in games amongst the tied teams when teams have played the same number of games.
 - Points against* in games amongst the tied teams when teams have played the same number of games.
 - Best record against mutual opponents when teams have played the same number of games.
 - Best point differential* in games amongst mutual opponents when teams have played the same number of games.
 - Points against* in games amongst mutual opponents when teams have played the same number of games.
 - Best point differential* in overall competition.
 - Points against* in overall competition.
 - More wins in overall competition. When the teams involved in the tiebreak have an unequal number of games played, this tiebreak will not be used.
 - Coin toss.

*default/forfeit scores are removed from this equation.

Note: For volleyball, badminton, tennis, table tennis, the tie shall be broken as stated using i) game scores; ii) individual set scores. This will be applied at each level of the tiebreak.

Note: When multiple teams are involved in a tiebreak, if at any point a team is determined to be in the top or bottom position, the tie break will CONTINUE from where the tie was broken for the remaining teams to determine final positions.

Note: In unusual circumstances that is not covered by the above tie-break, the IM Office reserves the right to exercise common sense in determining potential tie-break scenarios.

DISCIPLINE, PROTESTS AND APPEALS

General Discipline and Appeals Guidelines

A. Intent of Discipline Action

Discipline guidelines have been established to discourage and penalize behavior which would interfere with the basic purposes of the Intramural/Recreation program, specifically:

1. Enjoyment of physical recreation programs.
2. Increase in participation in physical recreation programs.
3. Safety of physical recreation programs.
4. Consideration for the well-being of all participants.

B. Guidelines for Discipline of Individuals

1. Physical Abuse of Officials*
 - suggested minimum penalty 1 year suspension
2. Intent to Injure - participant*
 - suggested minimum penalty 1 year suspension
3. Verbal Abuse of Official, Player, or Staff
 - Suggested minimum penalty 1 game suspension plus probation
4. Fighting*
 - suggested minimum penalty 1 calendar year suspension plus probation for the next calendar year.
 - * Fighting is defined as one or more blows being struck e.g. punch, kick
5. Ejection under sport specific rules of censure
 - suggested minimum penalty 1 game suspension plus probation
6. Unsportsmanlike behavior
 - Suggested minimum penalty probation



- Note:** A) *Physical abuse/intent to injure is also potentially subject to action under the criminal code of Canada.
- B) The intent of probation is to allow the person or persons to continue to participate with the knowledge that any further violations will be dealt with more severely.

Maximum penalty for these offenses is life suspension in all Intramural activities.

Sports Specific Applications

1. Head Official/Program Staff shall develop further guidelines as appropriate based on the specific rules of each sport.
2. Case studies may be gathered in support of the application of each guideline as specific to each sport.

C. Guidelines for Discipline Action for Teams

Three ejections during one season of play

- minimum penalty team probation for rest of season

Four ejections during one season of play

- minimum penalty deduction of two points from the win column, and continued probation for rest of season

Five ejections during one season of play

- minimum penalty ejection from league and probation for following season

Disciplinary Action

1. The referee in any game shall report on the reverse side of the game report, or on the sport specific Incident Report Form any action that has been taken in penalizing a player in cases of misconduct, fighting and rough play. The referee shall provide details of the incident and give the names and playing numbers of players involved.
2. Depending upon the nature of the incident and the specific sport regulations, the individual could receive disciplinary action ranging from probation during future competition to actual suspension from play. A decision will be sent to the individual by the Manager after an investigation has taken place. Any person already on probation who becomes involved in another disciplinary incident will automatically be suspended from that sport and have supplemental discipline considered.
3. Each case reviewed by the Manager where disciplinary action is considered must be treated solely on its merit during the investigative stage of the hearing. However, the Manager may consider the player's past record when deliberating on the disciplinary action to be taken. The Manager may take action as follows:
 - a) Place the individual on probation.
 - b) Suspend the player in question from further participation. There is no limit to the length of suspension that may be imposed.
 - c) The decision will be reported for information only to a higher body (the Intramural Sports Council) after the appeal period has lapsed.
4. Appeals:
The first level of appeal will be the Review Board. The second level of appeal will be the ISC. See Appeals Procedure for more details.

Review Boards

The purpose of the board is:

1. To regularly study the rules and regulations for administration and play and to recommend changes to the Sport Development Sub-Committee.
2. To provide direction to the Manager, Tri-Campus Sport on reported cases of fighting and rough play, flagrant misconduct and the assessment of match misconduct penalties. Such conduct as intent to injure; use of equipment as a weapon; serious intentional roughness; and flagrant actions towards officials, other players, coaches or spectators will be reviewed by the Board, with action recommended to the Manager.
3. To consider protests involving player eligibility or rule interpretations affecting the outcome of

a game.

4. Review Board decisions are applicable to all intramural participants.
5. The Review Board will meet monthly in October, November, January, February, and March, and as needed.

Review Board Membership

A Review Board quorum consists of a minimum of five (5) voting members on the Review Board who shall be students. The Intramural Manager or his designate will also attend the Review Board and act as its Secretary (non-voting). The students shall be drawn from the Policies and Procedures Sub-Committee, and will situationally include:

1. The Head Official for that Sport in which the incident occurred. In sports where there is no head official, an official may act in that capacity. Note Re: Conflict of interest: the official of the game in question shall not act in that capacity. This includes the Head Official.
2. A member from the Intramural Staff (this includes Game Manager Coordinators, Game Managers, or the Tournament Coordinator).

Procedures for Dealing with Protests:

1. There are only two general grounds for protest. They are:
 - a) misinterpretation of playing rules and regulations, and
 - b) the question of player eligibility.No judgement call by an official is subject to protest.
2. Any Intention to Protest must be indicated in writing on the score sheet at the time of the game and signed by the Team Representative that is protesting the game. It is necessary for the team representative to inform the official that the game is being played under protest, and for what reason. Protests must be then submitted in writing to the Intramural Office within twenty-four hours of game time. Failure to indicate intent to protest will nullify any written protest within the 24 hour period. The Intramural Office will also inform the other team involved in the game that is being protested.
3. The protest will be reviewed and investigated by the Intramural Manager. If deemed necessary, a Review Board Meeting will be called within fifteen (15) business days of the incident in question.
4. A team representative from each team involved will be invited to attend the meeting and allowed the opportunity to present and to hear the protest grounds to the Review Board. Game officials, if necessary, will be informed of the meeting and asked to attend. In cases where such invitees are unable to attend the Review Board meeting, the meeting will proceed without them.
5. Individuals who are to appear before a Review Board are suspended until the Board convenes.

D. Appeal Procedures - Discipline, Eligibility & Protest Cases

I. Intent of Appeal Procedures

Preamble: Current Intramural Handbook rules allow for review of incidents by a Review Board composed of peers and technical personnel. All appeal cases are considered by the Review Board.

At each step of the above procedure actions are being taken to attempt to ensure notification of the individual team in question of the process and results of disciplinary or other committee action decisions (Appendix A, B). The individual/team representative has the right to appear at review

boards and Intramural Committees where appeals are operable. Game officials/supervisors are also requested to be in attendance and/or submit written reports.

Given the above procedures the following guidelines for appeals beyond the Review Board are proposed.

2. Grounds for Appeal – There are two grounds for appeal of a Review Board decision:

- a) Improper penalty or punishment in relation to currently approved Discipline, Eligibility & Protest Guidelines as listed in the Intramural Handbook.
- b) Improper review/decision process in relation to currently approved guidelines for this process. (As listed in the Intramural Handbook).

NOTE: Appeals will not be heard on the basis of facts not presented to Review Board or Intramural Committee.

E. Appeal Procedures – Non-game Related Cases

In some cases, non-game related decisions of the office are also subject to appeal. Grounds for an administrative appeal are as follows:

- a) Improper interpretation of league structure or team distribution as required in the Intramural Handbook.

3. Appeals Procedures

* The first level of appeal will be the Review Board. The second level of appeal will be to the Director, Sport and Recreation. The third level of appeal will be to the Executive Director, Athletics and Physical Activity.

- a) Notice of intent to appeal must be received in writing by the Intramural Office, within five business days of notification of penalty assessed.
(Notice of penalty and/or other Review Board action will be delivered by email to the appropriate college/faculty representative, team captain, and (if possible) participant, by 4:00pm on the day following the Review Board.
- b) Rationale for appeal must be delivered in writing within 10 business days of notification of penalty and/or a minimum of one week before the scheduled meeting of the Review Board.
- c) Appeals will be reviewed within 7 days of notification of intent to appeal and results will be delivered by email to the unit's representative by 4:00pm on the business day following the meeting.

NOTE: Any penalty imposed by the Manager remains valid and in force until the appeal is heard.



STUDENT LEADERSHIP OPPORTUNITIES, ROLES AND RESPONSIBILITIES

The Intramural Section values student involvement in its decision making and program development. The Intramural Program is a service unit of the university and students are urged to participate in its planning. The following section outlines various opportunities for student leadership and employment with intramurals.

Intramural Assistants

Intramural Assistants are appointed paid personnel who assist in the operation of the program.

1. Head Referee (formerly Sport Convenors)

In the major sports a Sport Convenor is hired and is responsible for the operation of the league, such as recruiting, training and evaluating officials, monitoring the league and liaising with teams.

2. Referee (formerly Games Officials)

The Intramural Programs offer students an opportunity to gain valuable experience as officials for various sports. Candidates should apply at the Intramural Office for detailed information. Games officials are paid at a rate commensurate with the responsibilities and time involved in each activity.

3. Tournament Convenors

Tournament Convenors are hired to assist in the technical operation of a sport. Responsibilities include publicity, preseason organization, supervision and evaluation.

4. Coordinator of Game Managers

Two coordinators are appointed to ensure the smooth scheduling and training of the Game₃₀

Managers and to ensure adequate support mechanisms.

5. Game Managers

This student position requires a sound knowledge of the programs' operation and training in first aid in order to effectively handle on-site program and emergency situations. Game Managers are scheduled to cover high-risk activities and areas where multiple activities are scheduled at the same time.

The Role of the Intramural Game Managers

Game Mangers are in attendance at most intramural games and program activities. They are onsite supervisors that are qualified first aiders who carry a bag stocked with a variety of first aid equipment. Game Managers, however, are not trainers. Their services and equipment are there to be used in the event of an injury during an intramural game. Preparation for a game by taping or binding injured joints and muscles is the responsibility of the individual participant.

Game Managers are also sources of information about the intramural program. They carry schedules and rules and regulations, and can also be helpful in explaining the correct procedures and forms involved in getting various things done within the Intramural Office.

Furthermore, in the event that the officials are absent from a game, the Game Manager is in charge of making sure the game goes ahead as scheduled, subject to safety concerns (i.e. Men's hockey and rugby).

INTRAMURAL AWARDS

The Awards Committee is composed of the Chair and Vice Chair of CISC, MISC, and WISC, as well as the Secretaries of those Committees and the Intramural Coordinator.

I . Intramural "T":

An Intramural "T" is presented to a student in her/his graduating year. The "T" shall be awarded based on an individual's contributions to the Intramural Program, as a player, coach/manager, Official, Administrator or a Committee/Council member. Candidates must apply (application form available in Room 208, Pavilion) and will be evaluated by an Awards Committee.

The responsibility for presenting candidates with these awards and supplying the information for justification rests with the College/Faculty Intramural representative.

Special Awards

A.E. Marie Parkes Trophy - Women's Program

The A.E. Marie Parkes Trophy is awarded annually to the College or Faculty obtaining the highest number of points in intramural competition. Points are based on participation and competitive performance but weighted to emphasize participation.

John Robb Award – Men's Program

The John Robb Award is awarded annually to the College or Faculty obtaining the highest number of points in intramural competition. Points are based on participation and competitive performance but weighted to emphasize participation.

Liz Hoffman Award - Women's Program

The Women's Intramural Sports Competition Award is awarded annually to the College or Faculty winning the Intramural All Year High Point Championship. Points are based on participation and competitive performance but weighted to emphasize performance.

T.A. Reed Award - Men's Program

The T.A. Reed Trophy is awarded annually to the College or Faculty winning the Intramural All Year High Point Championship. Points are based on participation and competitive performance but weighted to emphasize performance.

Stewart-Wodehouse Award - Coed Program

This championship will be awarded annually to the College, Faculty or School in recognition of superlative involvement in Coed activities by the accumulation of points based on participation. Points are based on participation and competitive performance but weighted to emphasize participation.

Bradley-Copp Award – Coed Program

The Bradley-Copp Award will be awarded annually to the College or Faculty obtaining the highest number of points in intramural competition. Points are based on participation and competitive performance but weighted to emphasize performance.

Zerada Slack Trophy

The Zerada Slack Trophy is awarded annually to the University of Toronto female intramural athlete in her graduating year adjudged worthiest in the qualities of leadership, sportsmanship and performance.

Sidney Earle Smith Trophy

The Sidney Earle Smith Trophy is awarded annually to the University of Toronto intramural male athlete in his graduating year adjudged worthiest in the qualities of leadership, sportsmanship and performance.

David Breech Award

The David Breech Award is awarded to at most two University of Toronto Coed intramural athletes in their graduating year judged worthiest in the qualities of leadership, sportsmanship and performance.

Paul Carson Award

The Paul Carson award is awarded annually to the male and/or female referee(s) who have contributed the most in terms of quality and breadth of officiating.

Game Manager of the Year Award

The Game Manager of the Year award is awarded annually to the game manager who has contributed the most in terms of quality and dedication to the intramural program.

INTRAMURAL CHAMPIONSHIP TROPHIES - MEN

These awards are symbolically presented to the winning entry in the respective sport. Unless it is specifically identified, the same trophy is presented to the winners in all divisions of the activity. Note that the actual trophies are stored in Display cases, and are not given to athletes

BASKETBALL

Sifton Cup - The Sifton Cup 1909 was donated by the Hon. Clifford Sifton to encourage interest and competition in basketball at the University of Toronto. The Cup is presented to the Interfaculty Champions Division I and Division II.

ICE HOCKEY

Jennings Cup - The Jennings Cup for Ice Hockey was presented in 1899 by William T. Jennings, a civil engineer. He was Chairman of the board of Examiners for Professional Degrees in Engineering. Immediately after the donation, interfaculty participation was on the increase.

INDOOR SOCCER

Jaan Laaniste Cup - The Laaniste Cup was donated in March of 2000 by the Scarborough College Athletic Association. It was named in honour of Scarborough's Athletic Director, a long-standing supporter of the University of Toronto's intramural program as well as the sport of indoor soccer.

LACROSSE

W. A. Dafoe Trophy - In 1931 the indoor game of lacrosse was introduced to the interfaculty program. Victoria College won the 1931-32 championship for which Dr. W.A. Dafoe, and Intercollegiate Coach of Lacrosse donated a trophy to stimulate interest.

RUGBY

Mulock Cup - With the leadership of A.F. (Bidly) Barr, famous football captain and coach, and the Secretary of the Rugby Club, D. Bruce MacDonald, a league within the University was formed for rugby (football) in 1894. Sir William Mulock, the Vice-Chancellor of the University donated to the University of Toronto, the Mulock for the Annual Championship Football team. Sir W. Mulock was approached first for a donation. He asked the probable cost, then replied, "Get a good one and send the bill to me." The Mulock Cup is the oldest trophy in Canada which has been competed for annually, without interruption. The Mulock Cup had been awarded to the tackle football champions until 1993, when that league ended. It has been re-dedicated to the rugby league.

RUGBY

Nankivell Trophy - The Nankivell Trophy for rugby was donated in 1960 by N.J. Nankivell, Management/M.Comm. It is presented to the rugby team that ends the regular season in first place.

SOCCER

Arts Faculty Cup - An inter-college Football Association was organized on October 1895 by delegates from Varsity, Knox College, Osgoode Hall, McMaster University, Victoria University and the Dental College. Shortly afterwards, the Faculty of the University of Toronto expressed an interest in the Association by offering a handsome silver trophy - the Arts Faculty Cup. During the second season, games were arranged for intermediate teams. By 1889, the Inter-College League consisted of ten teams from the faculties and ten from outside the university. The first champions, in 1895, were University College.

TENNIS

McEachern Cup - The McEachern Cup was donated in 1922 by F.Y. McEachern of the Robert Simpson Co. Ltd. in order to stimulate interest in tennis at the University of Toronto. Mr. McEachern won the open tennis event at the University of Toronto in 1909 and was also a prominent former Varsity tennis player.

TOUCH FOOTBALL

Barbarian Cup - In 1982 the Barbarian Cup was presented to the University of Toronto by the Barbarian Touch Football team (Engineering) who were the league champions for the previous three years.

VOLLEYBALL

Victoria Staff Cup - This cup was donated by the staff of Victoria College in 1934. The Cup is awarded annually to each Interfaculty Divisional Volleyball Champion.

INTRAMURAL CHAMPIONSHIP TROPHIES - WOMEN

These awards are presented annually to the winning entry in the respective sport. Unless it is specifically identified, the same trophy is presented to the winners in all divisions of the activity.

BADMINTON

P.H.E.U.A.A. Trophy for Doubles - This trophy was presented in 1965 by the P.H.E.W.U.A.A. for the University of Toronto Interfaculty Doubles Badminton Champions.

P.H.E.U.A.A. Trophy for Singles - This trophy was presented in 1965 by the P.H.E.W.U.A.A. for the University of Toronto Interfaculty Singles Badminton Champion.

UC Trophy for Team Doubles - This UC trophy was presented in 1935-36 by the University College Women's Undergraduate Association for team competition in Interfaculty Badminton to the team Doubles Tournament Champions.

BASKETBALL

Intercollege Basketball Trophy - The Intercollege Basketball trophy was presented in 1913-14 by "Graduates of St. Hilda's College" for the team championship in Intercollege Basketball. This trophy is presented to each divisional champion.

FIELD HOCKEY

Medicine Women's University Athletic Association Interfaculty Field Hockey Award - The M.W.U.A.A. Field Hockey Award was presented in 1973 by the Faculty of Medicine Women's Athletic Association for the team championship in Interfaculty Field Hockey.

FOOTBALL - TOUCH - This trophy was presented in 1977 by St. Michael's College for the Intramural Touch Football Champion.

ICE HOCKEY

Jean Harstone Trophy - This trophy was presented in 1913 by Miss Jean Harstone, Trinity College, for the Team Championship in Intercollege Hockey (Division I).

Margaret Addison Trophy - This trophy was presented by Miss Margaret Addison, Dean of Women, Victoria College, in 1908-09. It was won by St. Hilda's College for three successive years, 1910-1911, 1911-1912, and 1912-1913, thus gaining permanent possession. In 1980 St. Hilda's College donated the trophy to the Athletic Department to be presented to the Division II Ice Hockey Champions.

INDOOR SOCCER

UTM Cup - The UTM Cup was donated in March of 2000 by the University of Toronto at Mississauga's Centre for Physical Education.

LACROSSE

Todd F. Pepper Cup - The Pepper Cup was presented in the spring of 2000 by Marianne and Marc Stevens. It was named in honour of Todd Pepper, who as a student founded the women's intramural lacrosse league and who went on to become a highly successful Varsity Lacrosse coach at the University of Toronto.

SOCCER

Anne Hewett Trophy - This trophy was donated in 1983-84 by the P.H.E.W.U.A.A. in honour of Miss Anne Hewett and is presented to the divisional winners of the Intramural Soccer.

TENNIS - TEAM DOUBLES - The Curlette Trophy was presented by Miss Curlette of Victoria College in 1917-18 for the Intercollege Tennis Team Championship.

TENNIS - SINGLES

Mrs. Ramsay-Wright Trophy - This trophy was presented by Mrs. Ramsay-Wright in 1905-06 for the team championship in tennis. This trophy was won by University College for three successive years in tennis thus gaining permanent possession. The cup was returned by the University

College Women's Undergraduate Association in 1958-59 to be awarded to the individual intramural champion of the University.

VOLLEYBALL

U.C.W.U.A. Trophy - This trophy was presented in 1984-85 by the University College Women's Undergraduate Association for the Intramural Volleyball Championship.

INTRAMURAL CHAMPIONSHIP TROPHIES - COED

INNERTUBE WATER POLO

Eckhardt Trophy - The Eckhardt Cup for Water Polo was presented in 1915 by H.P. Eckhardt of Toronto. It was re-purposed after the water polo league was discontinued, and is now presented to the champions of the Innertube water polo league.

Appendix A - Operation of Intramurals

The Intramural Programs operate on the basis of the College or Faculty as the competitive unit. Participation is voluntary. Individuals indicate their interest to or are recruited by the College/ Faculty Intramural Sports Representative. Program activities and policies are determined through a network of committee structures, all composed of representative students from the competing units.

Intramural operation is effected through the Intramural Office and Staff who provide support services such as:

Intramural Information	Facilities and Program Schedules
Game Equipment	Operational Procedures relating to safety, discipline and committees
Professional expertise and advise	Intramural Personnel such as convenors and officials

Program communication is facilitated through the Intramural Office as a contact point for participants, intramural and sports representatives, program staff and other interested parties. Data is collected through program feedback, game results and user statistics for evaluation purposes.

Appendix B - Lockers

1. Individual lockers and/or Towel Service may be purchased at the Main Office of the Athletic Centre.

Note: The University of Toronto does not assume the responsibility for any loss or damage to equipment or personal property or for any accident to persons using these premises, however caused. Persons using these facilities do so at their own risk.

Appendix C - Equipment and Uniforms

1. All participants must appear in proper athletic attire. Street shoes are not permitted for any gym activity.
2. Protective equipment is required by the sport rules in many activities. Team representatives are responsible to ensure that all participants conform to these rules. Officials are instructed to disallow participation by any player without proper equipment. Specific equipment requirements are listed on the sports rules, and players are required to bring their own in most cases.
3. Basic equipment i.e. ball, score sheet, clock etc. is supplied and will be issued through the game official.
4. Basic equipment for practices or recreational play may be signed out from the towel counter in exchange for proper identification (i.e. driver's license) on an individual basis (one ball/card).

Note: Racquets and consumables (e.g. tennis balls) are not supplied.

5. a) Teams must appear for play in jerseys of the same colour with a number clearly showing as required by the rules of the sport.

- b) Those teams without uniforms (or in case of a colour conflict, the home team, listed second on the schedule) must obtain scrimmage vests from the game official or the equipment counter - Athletic Centre in exchange for suitable identification (i.e. driver's license).

Scrimmage vests must be obtained just prior to and returned immediately after the contest. The team captain or representative may be required to pay for lost or stolen vests.

Note: A deposit may be required.

Appendix D - Emergency Information - Medical & First Aid

The Student Athlete through voluntary participation in programs offered by the Faculty of Physical Education and Health (FPEH), University of Toronto, engages in competitions which, by their very nature have some element of risk. Before participation in an Intramural Recreation Program you should be aware of the following:

1. **Medical Insurance** - All students should have an Ontario Health Card or appropriate medical coverage.
2. **Medicals** - All students participating in Intramural competition should have had a medical within the past year. This is the responsibility of the participant.
3. **Health and Wellness** - Koffler, Student Services Centre - 214 College Street, 978-8030 offers a number of services to students. Further information can be found in most calendars of the Colleges, Faculties and Schools of the University. A detailed pamphlet of services is available at the Health Service.
4. **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 at the Athletic Centre. Please inquire at the Main Office or call 416-978-5845 for more details.
5. **In Case of a Major Emergency** - In the case of a major emergency, such as fire, etc. 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.
6. **In the Case of an Accident** - An accident report form must be completed for all injuries. These forms are available in the equipment room, the sports injury clinic, or at the arena from intramural Game Managers and from officials.
 - a) If the accident is serious in nature, do not move the victim. Report immediately to the control area of the facility i.e., Equipment Room, Athletic Centre, First Aid Room at Varsity Arena. Ice is available at these areas for minor injuries. Note: A player who uses ice should not return to play.
 - b) During the day and early evening a trainer will be on duty in the Sports Injury Clinic at the Goldring Centre.
 - c) During most Intramural Program hours a Game Manager is on duty. He/she should be contacted for first aid and assistance in arranging for further treatment if necessary.
*See page 24 for more details.

d) After hours, any injury of more than a minor nature should be referred to the emergency ward of one of the local hospitals. The closest is Toronto General, at University Avenue, south of College Street.

7. **Ambulance** - If someone needs an ambulance, the fastest and best way to get the patient to medical services is to call 911 (the national standard) or 9-911 if it is a U of T phone. It is critical to utilize the nearest phone, land based or cellular.

The yellow boxes go directly to the campus police and should be used for personal safety issues, not ambulance emergencies. If the only phone nearby is a yellow box, that goes directly to the campus police, then that route is better than not making a phone call at all or wasting time walking a much greater distance to get to a phone that will dial 911.

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 care of the patient.



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