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McGILL INTRAMURAL HANDBOOK & PLAYERS' CODE OF CONDUCT

Updated – August 2025

Captains and players are required to read the present copy of the **Intramural Handbook & Players' Code of Conduct**. The handbook contains vital information regarding player eligibility, program policies, procedures, and league rules.

Captains and players are also required to read the specific league rules for their sport. Copies of the rules along with links to the governing body websites are provided where applicable.

DISCLAIMER

McGill University, its staff, and its administration are not responsible for any and all claims of loss, damage or injury to persons or property, however, caused, including negligence, to any party arising directly or indirectly from participation in the intramural program. Use of the facilities and participation in the activities of the program are entirely at the student's/member's own risk.

Sections **highlighted yellow** are major rule changes for the 2025-26 season.

Questions or Concerns?

McGill Intramural Office

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1 PLAYER ELIGIBILITY

1.1 REGULAR PLAYERS

1.1.1 The following individuals are eligible to participate in the McGill Intramural program:

- McGill University students (Full-time, Part-Time, Exchange, Inter-University)
- McGill Staff (incl. Post-docs) – Full complex membership or “Intramural Access Pass” required
- McGill Alumni – Full complex membership or “Intramural Access Pass” required
- McGill Continuing Education students – Full complex membership or “Intramural Access Pass” required
- McGill Sports Complex members
- Non-McGill community that have purchased an “Intramural Access Pass”

1.1.2 To be fully eligible, students must have the “Athletics & Recreation” fee appear on their MINERVA statement to play. If the fee does not appear on their statement, the student is still eligible but must purchase a gym membership to play (See Article 1.1.3).

1.1.3 Staff, Alumni, Sports Complex Members, and Continuing Education students must:

- Have a full complex membership OR purchase an “Intramural Access Pass”
- The “Intramural Access Pass” is \$85 (tax included) for staff, alumni and continuing education students. \$145 (tax included) for the non-McGill community.
- The access pass allows participants to play ALL intramural sports regardless of facility or venue.

1.1.3.1 The purchase of “day passes” with the intent to play games only on certain days (e.g. when an intramural game is scheduled) is NOT permitted.

1.2 VARSITY ATHLETES

Varsity players who are representing or have represented their university at the intercollegiate level are subject to limitations in participation as outlined below.

Varsity Athletes

1.2.1 May not participate in the same sport for which they represent the university during the same semester. This includes redshirted players, and anyone listed on a roster. Varsity soccer players may not participate in 5v5 soccer/futsal.

1.2.2 May participate freely in intramural sports other than their varsity sport.

1.2.3 May participate freely in ALL sports upon graduation, release from team or expiry of eligibility.

Club Status

1.2.4 Athletes who are members of McGill sport “clubs” (Athletics & Recreation clubs or SSMU clubs) do not have varsity status. As a result, Articles 1.2.1 do not apply to them. Sport teams that fall under this category are as follows:

- Volleyball (M)
- Ultimate
- Cricket

2 TEAM CATEGORIES & LEVELS OF PLAY

2.1 TEAM CATEGORIES

McGill Intramurals are subdivided into three different team categories: **OPEN**, **WOMEN**, and **MIXED**. For our program, the terms 'men' and 'women' are inclusive of two-spirit, trans, and gender-non-conforming members of our community. We have trained our staff to understand gender as a spectrum and encourage individuals to self-select where they feel they belong within the participation structure. McGill Recreation welcomes and encourages all participants.

- **OPEN** – Men, Women, Two-Spirit, Trans, Gender Non-Conforming. This category welcomes all individuals to participate regardless of gender.
- **WOMEN** – Women, Two-Spirit, Trans, Gender Non-Conforming. This category welcomes participation by those who self-identify as women, two-spirit, trans and gender non-conforming.
- ***MIXED** – Men, Women, Two-Spirit, Trans, Gender Non-Conforming. This category welcomes all individuals to participate regardless of gender, however, a team must adhere to a maximum number

of “male-matching” or “female-matching” players. Each sport will have a different maximum to adhere to. Please refer to the sport-specific rulebook.

*To better enable players of all gender identities to play, we have adopted more inclusive terminology when referring to players. Now, players are classified as either “male-matching” or “female-matching”. Players are asked to choose what gender to wish to “match up” against but are not required to specify a gender.

Depending on each sport and/or its popularity, not all team categories may be offered

2.2 LEVELS OF PLAY / TIERS

Tier 1 (Highly competitive) — Top competitive tier with playoffs. Highly skilled participants. Participants have several years of experience in an advanced setting for that sport.

Tier 2 (Intermediate high) — Middle-high competitive tier with playoffs. Average skilled participants. Participants have experience in an organized setting for that sport but may not be as skilled as players in tier 1.

Tier 3 (Intermediate low) — Middle-low competitive tier with playoffs. Participants have some experience in an organized setting for that sport.

Tier 4 (Beginner) — Lowest competitive tier with playoffs. Participants have minimal experience in an organized setting for that sport.

PLAY-FUN (Beginner) — Lowest recreational tier WITHOUT playoffs. PLAY-FUN is for participants looking for a more casual sports setting. Participants generally have little to no experience in the sport. Overly aggressive and competitive play is not welcome. PLAY-FUN leagues also have the following features:

- Only offered in the OPEN team category
- Games will have a smaller officiating crew. Personal stats and fouls/penalties will NOT be logged (See sports-specific rules for additional information).
- Some game-play/rules will be modified (See sports specific rules for additional information).
- Teams do NOT need to adhere to the McGill Intramural uniform policy. Home teams will be required to wear white/grey shirts and away teams will be required to wear coloured shirts (See Article 4.1).
- NO Playoffs — The league ends after the regular season. Teams will play an additional regular-season game compared to TIER 1-4.
- NO Prizes — McGill intramural mugs are not distributed at season end. No winner is declared.

Depending on each sport and/or its popularity, not all tiers may be offered

2.3 TIER MOVEMENT

The McGill Intramural Office has the right to move any intramural team up or down a competitive tier level both at the start of the season and during the season. The intramural office will use past results and evaluations from supervisors/officials to determine the proper skill level and tier for a given team. The goal is to foster a playing environment that is fair, competitive, and enjoyable. This rule does not apply to PLAY-FUN teams.

2.4 MULTIPLE-TEAM PARTICIPATION

- 2.4.1 Individuals may only participate on one (1) team within each team category (OPEN, MIXED, WOMEN). For example, a participant can be on one (1) OPEN team and one (1) MIXED team.

They cannot be on two (2) OPEN teams. See the list below for more examples of what is allowed and not allowed. PLAY-FUN is considered an OPEN division.

EXAMPLES

OPEN TIER 1 + OPEN TIER 3 = **NOT permitted**

PLAY-FUN + OPEN C = **NOT permitted**

WOMEN TIER 1 + WOMEN TIER 2 = **NOT permitted**

MIXED TIER 2 + MIXED TIER 3 = **NOT permitted**

- 2.4.2 Participation in separate team categories is permitted up to a maximum of **two (2) teams** per sport unless otherwise specified.

EXAMPLES

PLAY-FUN + MIXED TIER 2 = **Permitted**

WOMEN TIER 2 + MIXED TIER 3 = **Permitted**

OPEN TIER 2 + MIXED TIER 1 = **Permitted**

- 2.4.3 If a player wishes to try two different teams, they are allowed to play in the first game for each team but need permission from the Intramural Office (intramurals.athletics@mcgill.ca).

3 ROSTER & PLAYER ADDITION

3.1 IM LEAGUES

IM Leagues is the official McGill intramural sports league and team management platform. It is used to keep track of match scores, rankings, and individual player statistics. It also helps captains manage their teams more efficiently.

Player check-in and match scorekeeping will be carried out through digital tablets directly at the game site.

- 3.1.1 A detailed user guide including roster addition and team management on IM Leagues can be found at: recreation.mcgill.ca/intramurals
- 3.1.2 Captains are required to invite teammates and finalize their team roster online through IM Leagues before their first match. Any player who has not registered on IM Leagues and does not appear on the roster will NOT be permitted to play.

3.2 PLAYER ADDITION DEADLINES

- 3.2.1 New players may be added to a team's roster at any point during the regular season.

3.3 ROSTER LIMITS

- 3.3.1 No teams shall have more than 25 players on their roster. Such a limit is in place to ensure that all team members are accounted for and signed in during a given game.
- 3.3.2 Teams may delete players from their roster to make space for new players. However, this is permitted only if the player to be deleted has not taken part in *any* games with that team.

3.4 PLAYER TRANSFERS

3.4.1 Players wishing to transfer teams must petition the Intramural Office (intramurals.athletics@mcgill.ca).

3.4.2 Transfers will be granted on a case-by-case basis, and the following conditions must be met:

- The player must be in good standing with their original team
- The player must have played a maximum of two (2) games with their original team

4 UNIFORM POLICY & EQUIPMENT

4.1 MCGILL INTRAMURAL UNIFORM POLICY

Home teams are required to wear a white shirt, and away teams are required to wear a black/dark shirt. No numbers are required. LIGHT GREY IS NOT PERMITTED. We suggest players bring both colours to each game in case of confusion.

SPORTS SUBJECT TO THIS POLICY (WHITE = HOME, AWAY = DARK)

- Basketball (3x3, 5x5)
- Flag Football
- Soccer (2v2, 5v5, 7v7, 11v11)
- Ultimate

SPORTS NOT SUBJECT TO THIS POLICY (CAN WEAR ANYTHING)

- Badminton
- Cricket
- Dodgeball
- Innertube Waterpolo (bathing suit)
- Pickleball
- Roundnet
- Tennis

4.1.1 Personal stats (points, goals, assists, etc.) will no longer be recorded in basketball or soccer. If a team wishes to have their personal stats kept, they can add numbers to each shirt or wear a previously made uniform. If a team wishes to wear previously made uniforms, they must get permission from the Intramural Office (intramural.athletics@mcgill.ca).

4.1.2 Yellow and Red cards will still be distributed in soccer. Players must give their name to the official when a card is given. If a player is ever found (during or after the match) to be falsifying their identity it will be considered a Major Incident (Article 7.1 - multiple game suspension)

4.1.3 Personal fouls will not be distributed in basketball. All personal fouls will count as team fouls. Therefore, players will not foul out. The bonus rule will still apply if teams go over the foul limit (7 team fouls). Technical and unsportsmanlike fouls will still be distributed. Players must give their name to the official when a technical or unsportsmanlike foul is given. If a player is ever found (during or after the match) to be falsifying their identity it will be considered a Major Incident (Article 7.1 - multiple game suspension)

5 MCGILL INTRAMURAL TEAM NAME POLICY

5.1 Intramurals reserves the right to refuse inappropriate team names or team logos. Teams must ensure their name/logo is respectful and does not perpetuate harm or violence including

harassment and discrimination prohibited by law. The McGill *Policy on Harassment and Discrimination Prohibited by Law* identifies the following grounds as protected: race, colour, sex (including gender identity), pregnancy, sexual orientation, civil status, age, religion, political conviction, language, ethnic or national origin, social condition, and disability. Sport-related puns that are deemed to be crude are also not permitted. Participants are encouraged to contact the Intramural Office (intramurals.athletics@mcgill.ca) for any questions about team name/logo submissions.

- 5.2 If a team name or logo is flagged for being inappropriate the team will have 24 hours to select a new team name/logo. If a new name or logo is not submitted within 24 hours the Intramural Office will select a name/logo for the team.

6 ADDITIONAL FEES

As of the Fall 2025 season, teams will no longer be required to purchase a team performance bond.

6.1 DEFAULT FEE

- 6.1.1 A team will receive a \$60 penalty for defaulting a game (See Article 12.1).

- 6.1.2 Teams must pay the default fee [Online](#) before their next scheduled game. Failure to pay the fee before their next scheduled game will result in an automatic forfeit and disqualification from the league.

6.2 RESCHEDULE FEE

- 6.2.1 Captains who wish to reschedule a game are now subject to a \$50 Reschedule Fee, payable [online](#)

- 6.2.2 Captains must follow the procedure outlined in section 12.5.1

7 TEAM/PLAYER MISCONDUCT POLICY

As of the start of the Fall 2024 season, the Team Spirt Rating system is no longer in place. A major/minor incident system will be used.

7.1 MAJOR INCIDENT

- 7.1.1 A "Major Incident" is any action or event that will lead to major disciplinary action by the Intramural Office (Team Disqualifications, Multi-game suspensions etc.). The length and effective date of suspensions are determined on a case-by-case basis by the Intramural Office. Offences include but not limited to:

7.1.2 Team Incidents

- Team Misconduct
- Mobbing the referee
- Fights involving multiple team members
- Use of an ineligible player
- Falsifying information for a player receiving a Yellow/Red Card or Tech/Unsport Foul

7.1.3 Individual incidents

- Fighting
- Improper contact with an official

- Excessive verbal abuse towards an official or participant
- Threatening an official
- Discriminatory (homophobic, racist, xenophobic, etc.) comments towards anyone (players, fans, refs)
- Intent to injure
- Playing as an ineligible player
- Falsifying one's own information during disciplinary action

7.1.4 All "Major Incidents" will result in a "Major Incident Warning" for both the player and the team. A second "Major Incident" by the team or any player on the team will result in that team being expelled from the league.

7.1.5 A "Major Incident Warning" carries over from semester to semester. It will be removed from the team's profile after two straight semesters of good standing.

7.2 MINOR INCIDENT

7.2.1 A "Minor Incident" is any action or event that will cause a player to be suspended for one game or receive a "warning" from the Intramural Office. Includes but not limited to:

- Red Card (Soccer)
 - Automatic 1-game suspension
 - **NOTE:** Some Red Cards could be upgraded to a "Major Incident" at the discretion of the Intramural Office (Violent behaviour, discriminatory comments, verbal abuse, etc.)
- Yellow Card (Soccer)
 - 3 yellow cards = 1-game suspension
 - Yellow cards will be tracked throughout the entire regular season. If a player accumulates 3 yellow cards, they will be automatically suspended for 1 game. Yellow cards will reset for playoffs. Each Yellow card will result in a "warning" from the Intramural Office.
- Unsportsmanlike Foul (Basketball)
 - 2 unsportsmanlike fouls = 1-game suspension
 - Unsportsmanlike fouls will be tracked throughout the entire season. If a player accumulates 2 unsportsmanlike fouls, they will be automatically suspended for 1 game. Unsportsmanlike counts will NOT reset for playoffs. Each unsportsmanlike foul will result in a "warning" from the Intramural Office.
 - **NOTE:** Some unsportsmanlike fouls could be upgraded to a "Major Incident" at the discretion of the Intramural Office (Violent behaviour, intent to injure, discriminatory comments, verbal abuse, etc.)
- Technical Foul (Basketball)
 - 3 technical fouls = 1-game suspension
 - Technical fouls will be tracked throughout the entire regular season. If a player accumulates 3 technical fouls, they will be automatically suspended for 1 game. Technical foul counts will reset for playoffs. Each technical foul will result in a "warning" from the Intramural Office.
- Minor incidents occurring in all other sports will be at the official's discretion.

7.2.2 If a player or team is found to have a substantial amount of "Minor Incidents" their actions could be upgraded to a "Major Incident" and receive a "Major Incident Warning".

7.3 An incident report will be written and submitted to the Intramural Office every time a Major or Minor Incident occurs.

7.4 Appropriate conduct is vital to maintaining a suitable recreational atmosphere for intramural sports. All intramural participants and spectators are expected to conduct themselves in a civil and sporting

manner at all times – before, during, and after contests. Behavior that promotes intolerance or prejudice, degrades any racial, ethnic, gender, or religious group, infers an explicit sexual reference, or promotes destructive behavior is considered disrespectful to the University and its members, and will be addressed and dealt with accordingly. Any flagrant attempt to cause physical harm to another participant and/or staff member will result in immediate ejection and suspension from all programming.

8 MCGILL ID POLICY & SIGN-IN PROCEDURES

8.1 SIGN-IN PROCEDURES

8.1.1 To sign in to an intramural contest, all participants are required to fulfill the following two conditions. They must:

6.1.1.1 Present their **valid** McGill ID card to the scorekeeper before the start of the game. No other forms of identification (ex. driver's license) will be accepted, except in cases of lost McGill IDs (See Article 8.1.4 below).

6.1.1.2 Have their name appear on their team's roster on IM Leagues. Ensuring this requirement is fulfilled is the team captain's responsibility (See Article 3.1.2).

8.1.2 Failure to comply with Articles 8.1.1.1 and 8.1.1.2 will prevent an individual from participating in the game. NO MCGILL ID or NO IM LEAGUES = NO PLAY. NO EXCEPTIONS!

8.1.3 All player IDs will be inspected by the scorekeeper and immediately handed back to the participant. IDs will NOT be kept by the scorekeeper and are not the responsibility of the McGill Intramural program.

8.1.4 **LOST IDs** – If a participant has lost their McGill ID card, they will be allowed to play if both of the following documents are presented:

- A MINERVA printout indicating registration at McGill during the current academic year (alternatively, under the scorekeeper's supervision, the participant may log in to MINERVA at the game site (e.g. via smartphone), access the corresponding page, and show this information to the scorekeeper).
- A government **photo ID** with the name matching that on the Minerva statement.

Note that the use of the scorekeeper's iPad for fulfilling the first of the two conditions above will NOT be permitted.

8.2 LATE ARRIVAL

8.2.1 A player who arrives late can sign in at any point during the match. It is their responsibility to locate the scorekeeper and sign in with a valid McGill ID before entering play. Failure to comply will result in the participant being in breach of Article 9.1 "Failure to Sign-in".

9 ELIGIBILITY VIOLATIONS

9.1 FAILURE TO SIGN-IN

- 9.1.1 If, at any time during a contest, a team is found to have a player participating without having signed in with the scorekeeper, the game will be stopped, and the player immediately asked to present their McGill ID.
- 9.1.2 If the player is unable to comply with Article 9.1.1, the game will be abandoned, and the player's team will forfeit the match.
- 9.1.3 Team captains are ultimately responsible for ensuring that each of their teammates properly signs in to contests before they participate. This policy is in place to protect the integrity of the intramural program and to ultimately ensure that every intramural contest is played fairly.

9.2 IMPROPER USE OF A MCGILL ID

- 9.2.1 Participants cannot use an expired McGill ID or membership card to sign in and participate in a contest. Alumni or past members must purchase an "Intramural Access Pass" or a full complex membership. See article 9.7 for more details.
- 9.2.2 McGill staff cannot use their staff ID card to sign in and participate in a contest. Staff must purchase an "Intramural Access Pass" or a full complex membership. See article 9.7 for more details.
- 9.2.3 No participant may use another individual's McGill ID to sign in and participate in a contest.
- 9.2.4 If the identity of a McGill ID holder trying to sign in to a game does not match the identity on the McGill ID, the card will be confiscated by intramural staff as per university policy.
- 9.2.5 The game in question will immediately be forfeited. The forfeit applies whether the violation is discovered before (i.e. at the sign-in procedure), during, or after the game.
- 9.2.6 Both individuals (the cardholder, as well as the identity on the McGill ID) will be suspended indefinitely from all intramural activities. Suspensions will go into effect immediately when the card is confiscated, and can only be lifted by the Intramural Office (intramurals.athletics@mcgill.ca)
- 9.2.7 In addition, violators may be held to further disciplinary measures at both the McGill Recreation (access to the gym facilities) and academic (university) levels, which operate completely independent from the intramural suspension.

9.3 MULTIPLE-TEAM VIOLATIONS

Participants are subject to the rules governing multiple-team participation as outlined in Article 2.3

- 9.3.1 An individual discovered to have played for multiple teams illegally will receive a minimum 1-game suspension. The duration of the suspension may be increased depending on the number of games that were played illegally.
- 9.3.2 All teams, beyond the original team, for which the individual played illegally will be assessed a **forfeit** for the match(es) in which the violation(s) occurred.
- 9.3.3 Repeat offenders will lose playing privileges in the intramural program permanently.

9.4 PLAYING WHILE NOT ON IM LEAGUES ROSTER

- 9.4.1 An individual discovered to have participated in a contest without being present on their team's IM Leagues roster will receive a 1-game suspension.
- 9.4.2 The match in which the player participated will automatically be forfeited.

9.5 PLAYING WHILE SUSPENDED

- 9.5.1 An individual discovered to have participated in a contest while suspended, will have to serve the suspension in their team's next game(s). Furthermore, the player will receive an additional 1-game suspension that is cumulative with the previous suspension.
- 9.5.2 The match in which the player participated will automatically be forfeited.
- 9.5.3 Players who are serving a suspension are NOT permitted to attend games as a coach or spectator. Suspended players cannot enter the playing facility. Doing so may result in further punishment

9.6 PLAYING IN A PLAYOFF GAME WITHOUT PLAYOFF ELIGIBILITY

- 9.6.1 An individual discovered to have participated in a playoff contest without having played the minimum number of games during the regular season (See Article 11.3.2) will receive a 1-game suspension, to be applied in that sport's next season session.
- 9.6.2 The playoff match in which the player participated will automatically be forfeited.
- 9.6.3 It is the responsibility of each player to know if they are playoff eligible. If an official mistakenly checks in a non-playoff eligible participant, the game will still be considered a forfeit. Forfeits can be applied retroactively upon discovery of the violation.

9.7 INELIGIBLE PLAYERS IN A CONTEST

- 9.7.1 If a team is found playing with an ineligible player at any point during the season, that team will be charged with a forfeit for all games in which the ineligible player participated in. These consequences apply regardless of whether the violation is discovered during or after the contest. Furthermore, these consequences apply even if the ineligible player acted independently.
- 9.7.2 The Intramural Protest & Disciplinary Committee (IPDC) reserves the right to retroactively change the result of the game in which an ineligible player participated into a forfeit score.
- 9.7.3 Team captains are responsible for checking the eligibility of their team members. Captains who fail to comply with this requirement expose themselves to suspension from the program.
- 9.7.4 In the event of disciplinary action by an official (e.g. technical) individuals must willingly and accurately provide their name to the official. Failure to do so accurately makes one ineligible to continue to play in the contest. If player(s) are found to have provided inaccurate information after the game was completed, the game will be retroactively forfeited and the players suspended.

9.7 INTRAMURAL ACCESS CARD

- 9.7.1 McGill alumni, staff, or continuing education students must have a full complex membership or an "Intramural Access Card" to participate. Failure to show the proper ID will result in the temporary suspension of the player. The player will have until the team's next match to purchase the proper pass or else the team will forfeit all games the player participated in.

10 CAPTAIN & PLAYER RESPONSIBILITIES

10.1 CAPTAINS

Team captains are participating members of their teams. They assume leadership roles in the organization and administration of their teams. Captains must:

- 10.1.1 Complete team registration and pay the team entry fee before the entry deadline.
- 10.1.2 Ensure your team is registered on IM Leagues
- 10.1.2 Invite teammates to IM Leagues and ensure the roster is complete/valid.
- 10.1.3 Attend or send a team representative to the mandatory pre-season captain's meeting.
- 10.1.4 Enter the team's schedule time preferences on IM Leagues (See Article 11.1.4)
- 10.1.5 Know sport-specific rules, as well as the general rules & regulations governing the McGill Intramural Program contained in this Handbook.
- 10.1.6 Organize a communication list (Email, Facebook group, WhatsApp group, etc.) of team members, to disseminate any pertinent information regarding rules & regulations as outlined above.
- 10.1.7 Have enough players to field a complete team for all games. Captains should have all team members appear at the game site early, so they are ready to play at the scheduled game time. It is recommended players arrive at least 5-10 minutes before match time (15 minutes in ice hockey).
- 10.1.8 Remind teammates that they will not be permitted to play if they do not show their McGill ID, membership, or access card to the scorekeeper before every game.
- 10.1.9 Be a team leader. Captains are accountable for the conduct of their team members. They must deal appropriately with players who do not respect the rules and regulations of the McGill Intramural Program. Failure to do so may result in the captain being suspended.
- 10.1.10 Verify the accuracy of the score and attendance on IM Leagues after each game. Any disputes must be brought to the attention of the McGill Intramural Office within five (5) days of the game's completion.
- 10.1.11 Report any injuries that might affect a teammate's playoff eligibility to the McGill Intramural Office as soon as possible. The office may grant playoff eligibility if the injury was disclosed early enough in the season.
- 10.1.12 Keep in touch with the McGill Intramural Office. Games may be scheduled or rescheduled on short notice, so captains must check their email regularly. Up-to-date schedule information (including playoffs) can be found on IM Leagues.
- 10.1.13 Captains must be participating members of the team they represent. That is, they must:
 - Appear on the team's roster
 - Participate in a minimum number of games for that team, corresponding to the Playoff-eligibility minimum for that season (See Article 11.3.2).

If a captain fails to meet these requirements, they must immediately nominate a new captain who will represent the team in all future official league business. The contact information of the new captain (full name + email address) must be sent to the Intramural Office (intramurals.athletics@mcgill.ca)

The Intramural Office must always have up-to-date information with which to contact a particular team. By default, the person who registers the team at the beginning of the season (on McGill Online Services or the Client Services office) is automatically selected as team captain. Those who merely wish to pay for team registration but do not intend to play, must immediately nominate a team captain for the season and inform the Intramural Office.

10.2 PLAYERS

Participants in the McGill Intramural Program must:

- 10.2.1 Complete the Intramural waiver on IM Leagues before joining a team.
- 10.2.2 Know the general rules & regulations governing the program, as well as the specific rules of their sport.
- 10.2.2 Arrive at the game site in advance of a game's scheduled start time.
- 10.2.3 Present a valid McGill ID, membership, or access card to the timekeeper before each game.
- 10.2.4 Provide any equipment not supplied by the Intramural Program.
- 10.2.5 Check the online game schedule regularly.
- 10.2.7 Conduct themselves in a civil and sporting manner at all times – before, during, and after contests.

10.3 COACHES

- 10.3.1 Coaches are non-participating team members who are subject to the same eligibility limitations outlined in Article 1.1. During a contest, coaches may give tactical instructions from the team's bench.
- 10.3.2 Coaches present at games must have their names appear on their team's roster on IM Leagues.
- 10.3.3 Coaches must sign in with their McGill ID card with the scorekeeper before the game's start. Any coach who fails to comply with this requirement will be asked to leave the team's bench and the vicinity of the playing area.
- 10.3.4 Each team may have up to a maximum of two (2) coaches.
- 10.3.5 A coach may NOT be the team captain.
- 10.3.6 Conduct themselves in a civil and sporting manner at all times – before, during, and after contests.

11 REGULAR SEASON, TEAM RANKING & PLAYOFFS

11.1 REGULAR SEASON

- 11.1.2 The majority of sports will have a 6-game regular season.

Exceptions:

- Roundnet (8-12 games)
- June-July leagues (8 games)
- All Play-Fun leagues (1 extra game because of no playoffs)

11.1.3 The duration of the regular season may be reduced or extended depending on division size & field availability.

Scheduling Time Preferences

11.1.4 Before the league schedule is made, captains can submit scheduling time preferences for days/times most of their team is either available or unavailable.

11.1.5 It cannot be guaranteed that a team's games will match the time preferences submitted. However, every possible effort will be made to accommodate a captain's request.

11.1.6 Time preference submission must follow the appropriate procedure. Captains must submit time preferences via IM Leagues.

11.1.7 Depending on the sport and league, captains will have to leave a certain number of game slots open per week when submitting time preferences.

11.2 TEAM RANKINGS

11.2.1 POINT ALLOCATION

Basketball, Flag Football, Ultimate

Win 2 pts.
Tie 1 pt.
Loss 0 pts.

Soccer (5v5, 7v7, 11v11), Innertube Waterpolo

Win 3 pts.
Tie 1 pts.
Loss 0 pts.

Cricket, Dodgeball, Roundnet, Soccer (2v2), Volleyball

Win 2 pts.
Loss 0 pts.

11.2.2 TIE-BREAKING CRITERIA

If two teams or more are tied for points, rankings will be determined based on the following order of criteria:

Ice Hockey, Ultimate, Soccer (5v5, 7v7, 11v11), Innertube Waterpolo

- 1) Head-to-head record
- 2) Goal differential (GD)
- 3) Goals for (GF)
- 4) Coin toss

Basketball, Flag Football

- 1) Head-to-head record
- 2) Point differential (PD)
- 3) Points for (PF)

- 4) Coin toss

Dodgeball, Roundnet, Volleyball

- 1) Head-to-head record
- 2) Number of sets won (SW)
- 3) Points quotient (PQ)
- 4) Coin toss

2v2 Soccer, Badminton, Tennis

- 1) Head-to-head record
- 2) Number of sets won (SW)
- 3) Points quotient (PQ)
- 4) Coin toss

Cricket

- 1) Head-to-head record
- 2) Run differential (RD)
- 3) Runs for (PF)
- 4) Coin toss

11.2.2.1 The "head-to-head record" statistic is used only if all the tied teams have played each other at least once.

11.3 PLAYOFFS

11.3.1 NUMBER OF QUALIFYING TEAMS

After the regular season, the top teams in each tier will advance to a single-elimination playoff structure to crown a champion.

The number of qualifying teams will be determined by the size of the division.

Division Size (teams)	Qualifying Teams
4	TOP 3
5-7	TOP 4
8-10	TOP 6
11-14	TOP 8
15-17	TOP 10
18-20	TOP 12
21+	TOP 16

11.3.1.1 The number of qualifying teams may, at the intramural office's discretion, be reduced or increased depending on division size, length of regular season, and other factors. Such changes will be made and communicated to team captains before play begins.

11.3.2 PLAYOFF ELIGIBILITY

To be eligible for playoffs, players must have officially signed in for 50% of their team's regular season games. If there is an odd amount of regular season games, we will round down. Examples below:

Regular season	PLAYOFF-eligibility minimum
4 games	2 games

5 games	
6 games	3 games
7 games	
8 games	4 games
9 games	
10 games	5 games
11 games	

- 11.3.2.1 During regular season if a player is injured and thus unable to play, they may still sign in at a game with the scorekeeper without having to take part in it. In doing so they will receive a +1-match attendance, for PLAYOFF-eligibility purposes. If the injury is severe and the player cannot attend a match, they may email the Intramural Office (intramurals.athletics@mcgill.ca) to be granted playoff eligibility. Teams are encouraged to disclose injuries as early in the season as possible so the Intramural Office can properly track players and their statuses.

12 DEFAULTS, FORFEITS & RESCHEDULES

12.1 DEFAULTS DEFAULT FEE AND POINTS DEDUCTION

- 12.1.1 Defaults are treated as serious misconduct. Captains are strongly discouraged from defaulting games. Teams who default games are subject to the Default Fee and a point deduction in the standings. Failure to pay this fee before the next schedule game will result in expulsion from the league (see Article 12.1.3).
- 12.1.2 If a team fails to arrive at the game site with the minimum number of players, dressed and prepared to play, needed to begin the activity (see article 12.7), a five (5)-minute grace period will be granted to the team at fault (Volleyball and Roundnet will have a 10-minute grace period – see 12.1.2.2).
- 12.1.2.1 If, after the grace period, a team still fails to provide the minimum number of players, a DEFAULT in favour of the team ready to play shall be declared.
- 12.1.2.2 In VOLLEYBALL and ROUNDNET teams will be given a 10-minute grace period. However, a team will start down 5-0 and lose one point for every minute they are late past the 5-minute mark. Ex. If a team shows up 7-minutes into the grace period they will start the game down 7-0.
- 12.1.2 In team rankings, a default counts as a loss, and the defaulting team will be penalized with a points deduction equal to that of a win (e.g. Soccer = -3 points, Basketball = -2).
- 12.1.3 The defaulting team will also be subject to a \$60 default fee. This is a mandatory one-time payment that must be paid [online](#) as soon as possible.
- 12.1.4 Teams will be temporarily suspended until the default fee has been paid. Failure to pay the default fee before their next scheduled game will result in disqualification from the league.
- 12.1.5 In the event of a default, attendance records will be kept for all players present and ready to play, with certain limitations.

- 12.1.5.1 Players on the defaulting team who arrive late (after the default has been declared) will not be credited for their attendance.

12.2 FORFEITS NO FEE BUT POINTS DEDUCTION

- 12.2.1 If a team knows more than 24h in advance that they will be unable to provide sufficient players to participate in a scheduled game, they may choose to FORFEIT.
- 12.2.2 There is no monetary fee associated with a forfeit but a point deduction in the standings will occur (see section 12.1.2)
- 12.1.2 In team rankings, a forfeit counts as a loss, and the forfeiting team will be **penalized with a points deduction equal to that of a win (e.g. Soccer = -3 points, Basketball = -2)**
- 12.2.3 To register a forfeit, the team captain must notify the Intramural Office (intramural.athletics@mcgill.ca) at least 24 hours before the game in question. A Sunday forfeit needs to be sent in by Friday evening. This rule will be STRICTLY ENFORCED. Notifications received later will be counted as defaults.
- 12.2.4 A forfeited game counts as a loss against the team's record; the recorded score and points deduction is the same as a defaulted game (See Article 12.4).
- 12.2.5 All roster members of the winning team will be credited for match attendance. Individuals on the forfeiting team will NOT be credited for attendance.

12.3 DISQUALIFICATION FROM THE LEAGUE DUE TO DEFAULTS/FORFEITS

- 12.3.1 If a team defaults and/or forfeits 2 games in a single season, they will be disqualified from the league.
- 12.3.2 If a team defaults a game and fails to pay the Default Fee before their next game, they will automatically default the game and will be disqualified from the league.

12.4 DEFAULT/FORFEIT SCORES

Soccer (11v11, 7v7)
3-0 (goals) and -3 points

Innertube Waterpolo, Soccer (5v5)
5-0 (goals) and -3 points

Basketball, Cricket, Ultimate (5v5)
20-0 (points, runs) and -2 points

Roundnet
2-0 sets (21-0, 21-0) and -2 points

Ultimate (7v7) 10-0 and -2 points

Dodgeball
5-0 sets and -2 points

Soccer (2v2)
3-0 sets and -2 points

Volleyball
2-0 sets and -2 points

Flag Football
21-0 (points) and -2 points

12.5 RESCHEDULING

Due to the large number of teams in all sports and the relatively short seasons, rescheduling of league games is extremely difficult.

To avoid the scheduling of games during times inconvenient for a large majority of their team, captains are fully encouraged to submit scheduling restrictions before a season's start (See Article 11.1.4).

The Intramural Program does recognize that certain circumstances may arise that would render a team unavailable to play due to a lack of players and merit the possible rescheduling of a game. In such cases, a rescheduling request may be submitted provided it fully complies (in order) with the procedure below. To accommodate this, captains may opt to pay a \$50 reschedule to move their game. The procedure for rescheduling a game is outlined below:

A hypothetical game of Team A vs. Team B (for which Captain A wishes to submit a rescheduling request) is used for illustrative purposes.

Rescheduling Procedure

- 12.5.1 Before submitting a request, Captain A must have exhausted all other avenues to have the game played at its original time (e.g. convincing teammates, calling substitutes, etc.). Captain A understands a rescheduling request is a last resort type of measure, the outcome of which is entirely dependent on Captain B's approval, the ability to schedule an officiating crew to work the new time, and the Intramural Office's approval.
- 12.5.2 If Captain A's only option is to request a reschedule, they are required to do so via their IM Leagues team home page.
- 12.5.3 Captain A must find the game in question on their schedule and click on it to access the game page. Once on the game page, Captain A must click the reschedule button.
- 12.5.4 Captain A will then be redirected to the rescheduling grid. The grid displays gray, red, and green boxes. Gray boxes mean the playing surface is unavailable for a reschedule that day, red means one of the teams is not available for a reschedule that day, and green means both teams are available for a reschedule that day.
- 12.5.5 Captain A must click one of the green boxes to submit the rescheduling request.
- 12.5.6 Once Captain A submits the request Captain B will be notified by email. Captain B has 48 hours to accept or reject the request.
- 12.5.7 If Captain B accepts the request, Captain A must then pay the Reschedule Fee online. Captain A must then email the Intramural Office the receipt and confirm their intention to reschedule the game. The Intramural Office will then approve the reschedule on IM Leagues.
- 12.5.8 The reschedule must be accepted by both teams at least 48 hours before the game in question. If a reschedule request is accepted within the 48-hour window it will be automatically denied by the Intramural Office.
- 12.5.9 If a reschedule request is denied it is still both teams' responsibility to attend the original match time.

12.6 SCHEDULE MODIFICATIONS/ WEATHER/ GAMES ENDING EARLY

- 12.6.1 Once a league's schedule has been finalized, the intramural office reserves the right to modify the date & time of intramural matches (regular season or playoffs) due to special circumstances. These include (but are not limited to) the availability of officiating staff, and/or the playing venue. Advance notification will be given to team captains whenever possible.
- 12.6.2 If a game needs to end early due to weather, injury, etc. the following rules apply:
 - If there are less than 10 min left in the game the result will be final

- If there are over 10 minutes left in the game, it will be rescheduled and resumed at the point of interruption (same time and same score).

12.7 MINIMUM NUMBER OF PLAYERS REQUIRED

The following number of players is the minimum required to start the game and not declare a default:

Badminton Doubles = 2 players	Roundnet = 2 players
Basketball 3x3 = 2 players	Soccer 2v2 = 2 players
Basketball 5x5 = 4 players	Soccer 5v5 = 4 players
Cricket = 5 players	Soccer 7v7 = 5 players
Dodgeball = 5 players	Soccer 11v11 = 7 players
Flag Football = 5 players	Ultimate 5v5 = 4 players
Pickleball = 2 players	Ultimate 7v7 = 5 players
Innertube Waterpolo = 5 players	Volleyball = 4 players

- 12.7.1 Mixed leagues may require a maximum or minimum of “female matching” or “male matching” players. See sport-specific rulebooks.

13 PROTEST DUE TO MISAPPLICATION OF GAME RULES BY MATCH OFFICIAL

- 13.1 A team captain may protest a game if they believe an official’s decision has not adhered to that sport’s official game rules or articles contained within this Handbook. Legitimate protests involve rule interpretation & player eligibility. No consideration will be given to any protest involving a judgment call by an official.
- 13.2 If a team decides to protest a game, the game will still be completed. The protesting side must notify the match officials at the time of the incident in question that the game is being completed under protest. The official(s) must hear the words “I want to protest this decision” from the team captain wishing to protest before the next play begins.
- 13.3 After the game, the protesting captain must then send a letter to the Intramural Office (intramurals.athletics@mcgill.ca) describing, in detail, why the game is being protested. The letter will be forwarded to the Intramural Protest and Disciplinary Committee (IPDC).
- 13.4 Protests will be reviewed by the committee and if upheld, the protest fee will be refunded and the game in question replayed. All parties will be notified

14 DISCIPLINE

14.1 THE INTRAMURAL PROTEST AND DISCIPLINARY COMMITTEE (IPDC)

- 14.1.1 The Intramural Protest and Disciplinary Committee (IPDC) is the governing body with jurisdiction over incidents occurring in the intramural program. It has the power to inflict disciplinary action whenever necessary.

The committee is formed by the following staff members:

- Manager of Wellness and Facility Operations
- Manager, Recreational Sports

- Assistant Manager, Recreational Sports
- Up to three (3) Intramural Supervisors, Attendants, or Officials

14.1.2 The Intramural Office, at its discretion, may feel that the convening of a committee is not necessary and rule upon protests or disciplinary incidents directly.

14.1.3 As per art. 14.1.2, all instances in this present Handbook bearing the mention of the “IPDC”, the Intramural Office members also have full jurisdiction.

14.2 GENERAL RULES

14.2.1 The intent of the Intramural program is friendly competition. Self-control and proper conduct are always required. Unsportsmanlike or other inappropriate behaviour occurring during Intramural games will not be tolerated, and such actions will be handled by the IPDC as quickly and fairly as possible.

14.2.2 As of Fall 2025 the new player conduct policy is a Major/Minor Incident system (see section 7).

14.2.3 No player, coach, spectator, or team follower shall:

- Use foul or derogatory language, threaten, or verbally abuse any other participant or intramural employee before, during, or after the game. This includes trash talk.
- Argue or talk back to the match officials
- Intentionally strike, push, or trip another person
- Mistreat the facility, equipment, or supplies of McGill University
- Perform any act of unwarranted rough play or violence during a game

14.2.4 The IPDC has jurisdiction to suspend individuals from participation in the McGill Intramural Program. Disciplinary action may range from:

- Game forfeit or default (in the latter case, with all associated fees & penalties)
- Probation
- Temporary/permanent expulsion from the program and/or facilities

14.2.5 The length of the sanction imposed will depend on the severity of the offense and will be left to the discretion of the IPDC. The suspension lengths below are the minimum and could be increased based on the discretion of the IPDC.

OFFENSE	SUSPENSION
Disqualifying Foul (Ejection, Red Card, Match Penalty, etc.)	Min. 1 game
Playing as an ineligible player	Min. 2 games
Obscene/abusive language	Min. 2 games
Fighting/Involvement in brawl	Min. 3 games
Verbal threatening of an official	Min. 4 games
Failing to accurately identify oneself to an official	Min. 3 months
Improper contact with an official	Min. 6 months
Violence against an official	Min. 1 year

14.2.6 If a player receives a disqualifying foul, they must leave the playing surface and its surrounding area immediately. If a player fails to do so promptly, they may face further disciplinary action.

14.3 APPLICATION OF SUSPENSIONS

- 14.3.1 Game suspensions (i.e. where an individual receives N games of suspension) are team-specific i.e. will apply only to games of the team on which the incident took place. An individual having to serve a game suspension must serve it on that team's following game(s).
- 14.3.1.1 Suspensions applied during, or at the end of the regular season and which have not been fully served upon the latter's completion, must be served during playoffs.
- 14.3.1.2 If an individual's team has no more games left in the schedule (e.g. due to not qualifying for playoffs, playoff elimination, or league expulsion), the individual will have to serve their suspension (or remainder thereof) at their next participation in a future season of that sport.
- 14.3.2 Time suspensions (i.e. where an individual is suspended for a specified period of time) can either be sport-specific or program-wide.
- 14.3.2.1 During sport-specific suspensions, the individual cannot take part in any intramural activities of the sport in question, whether on the team on which the incident took place or any other teams within that sport (See Article 2.3). They may, however, continue to participate in other sports.
- 14.3.2.2 During program-wide suspensions, the individual cannot take part in any intramural activities, in any sport.
- 14.3.3 Players who are serving a suspension are NOT permitted to attend games as a coach or spectator. Suspended players cannot enter the playing facility. Doing so may result in further disciplinary action.

14.4 WHITE/BLACK CARDS

- 14.4.1 To deal with unacceptable behaviour which may be difficult to address within the rules of the game, a WHITE and BLACK Card system has been adopted to regulate and control the conduct of participants, teams, and their spectators. This disciplinary protocol is to be used in conjunction with the rules of the game.
- 14.4.2 Upon a game's completion and review of an intramural official's report, White and Black cards may be issued by the IPDC for behaviour including (but not limited to):
- Abuse of an official, whether physical or verbal.
 - Abuse of an opponent.
 - Use of alcohol before, during, and after an intramural activity taking place in one of the Sports Complex venues.

WHITE CARD

- 14.4.3 Upon receiving a White Card, a team will automatically be put on probation.
- 14.4.4 A team receiving a second (2nd) WHITE CARD during the season will automatically receive a BLACK card.

BLACK CARD

- 14.4.5 Upon receiving a Black Card, a team, including all of its members, will be suspended indefinitely from all sports within the intramural program.

14.4.6 The team captain/player must meet with members of the Intramural Office (intramurals.athletics@mcgill.ca)

14.5 GROSS MISCONDUCT

14.5.1 Instances categorized as gross misconduct include, but are not limited to:

- Intentionally using false information in dealings with an intramural coordinator or the intramural office
- Trying to modify/alter, either collusively or directly, match or team roster information pertaining to intramural activities
- Committing violence against an official
- Intentionally using equipment unauthorized by the official rules of a sport, to gain an advantage over the opponent

14.5.2 Any intramural participant found guilty of gross misconduct will immediately receive a Black Card and be suspended indefinitely from all sports within the intramural program. In addition, violators may be held to further disciplinary measures at the McGill Recreation (access to the gym facilities) and academic (university) levels, which operate independently from the intramural suspension. Suspensions resulting from gross misconduct can only be lifted following a meeting with the Manager of McGill Recreation.

Updated – August 2025