

# Rescheduling/Forfeit/Default Policies

## ***Rescheduling (Regular Season):***

Rescheduling a regular season game will be allowed by each team **ONE TIME** only and will be conducted on a first come first serve basis.

1. Captains should call the Campus Recreation Department t (x3314) to determine a day and time available for the rescheduled game.
2. The captain who is requesting the change should then call his/her opponent to confirm this choice or agree on another possible option (if it is a different day or time the captain must once again make sure that this new slot is available with the Campus Recreation Department). The captain who is requesting the change should then notify the Campus Recreation Department that both team captains have agreed to the reschedule. **NOTE: The opposing captain is not required to reschedule.** (The original game day and time will be used if the opposing captain chooses not to reschedule. If any discrepancy occurs between the two teams, responsibility will rest with the captain initiating the reschedule.)
3. To utilize the one opportunity to reschedule a regular season game, the request from a team captain **MUST BE IN WRITING** and contain a **LEGITIMATE REASON** why the team will be unable to attend the original game. The Assistant Director of Recreational Sports must receive this request **NO LATER THAN 48 HOURS** in advance of the regularly scheduled game time (Thursday in the case of a Sunday game).
4. Any written requests submitted for rescheduling after the 48-hour time limit **WILL NOT** be considered.
5. Rescheduling is the responsibility of the team captain and the team. The Campus Recreation Department and its staff will assist in facilitating the rescheduling process but are not responsible for rescheduling any games, with the exception of games canceled due to inclement weather.

## ***Rescheduling (Playoffs):***

At the MANDATORY captains playoff meeting, each team captain will receive a closeout sheet. During playoffs, there will be **NO RESCHEDULING**.

1. On the closeout sheet, the team captain may choose **ONE** day that his/her team cannot play during the time period for playoffs. If the team cannot attend a game on days not marked out on the closeout sheet, the team will forfeit and their opponent will advance.

## ***Forfeit:***

Game time is forfeit time! If a captain/team does not notify the Campus Recreation Department and their opponent **48 HOURS** before a scheduled game of their inability to make that game, it is considered a **FORFEIT**. We now allow a five minute grace period after the scheduled start time where a team can show up and still play. In order to receive this extra five minutes, you must have at least one player signed in at game time (this time is set in stone unless the previous game is running long, then the scheduled starting time is immediately after the previous game ends without the grace period). Forfeited games will not be rescheduled. A team's first forfeit will automatically drop that team from any playoff participation. A second will remove the team from league play. All responsibility for determining team status rests with the team and its captain.

***Default:***

If a captain/team has notified the Campus Recreation Department and their opponent **48 HOURS** before a scheduled game that they are unable to play, it is considered a **DEFAULT**. The captain/team may default one game in league play. This defaulted game will count as a no game for the team defaulting and a win for their opponent unless rescheduled and played at another date. Defaults by a team will be taken into consideration when tournament draws are made. A second default may result in the team being dropped from league play.

***NOTES:***

\*Teams may only reschedule games at the discretion of the Campus Recreation Department. Remember, rescheduling opportunities are limited by the availability of times, facilities and officials. Tournament games may be scheduled on days and times of the week **OTHER THAN** the team's scheduled regular season games.

\*\*The Assistant Director reserves the right to change any game status as needed.