

SHEPHERD UNIVERSITY

Wellness Center

MEMBERSHIP PACKET

Revised December 1st, 2017

All updated policies are italicized in red

Shepherd
UNIVERSITY

Welcome to the Shepherd University Wellness Center!

The Shepherd University Wellness Center creates a culture of wellness by providing various fitness programs, safe workout environments and a wide array of health and fitness initiatives.

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Member Benefits

- Unlimited access to the Wellness Center during operational hours
- Immediate family discounts
- Free parking permit
- One FITT KIT assessment per year
- Free group exercise classes
- Discounts on massage therapy sessions
- 15% off all facility rentals
- Free WIFI

What's Included in Your Membership

- Indoor heated pool
- Basketball courts
- Indoor track
- Racquetball courts
- Weight fitness area
- Intramurals
- Locker rooms
- Free group exercise classes
- Free FITT Kit
- Free equipment to checkout
- Towel service
- Audio Fetch service for tv audio

Membership FAQ

Q: Do I have to be a member to use the Wellness Center?

A: We offer day pass options for non-members. Please see the [Guest Information](#) section for fees and details.

Q: Why am I charged a prorated fee?

A: All membership options are charged a pro-rated fee for access from date of purchase until the next 15th of the month. The monthly term is then applied.

Q: Can I put my membership on hold if I go out of town or for medical reasons?

A: Yes, all members are allowed one membership hold per membership purchase not to exceed more than two (2) months. Holds may be used for medical, and extended travel purposes. All membership hold request must be in writing and sent via email to bdrummon@shepherd.edu or jsweeney@shepherd.edu.

Q: How do I cancel my recurring membership?

A: Members may send a notice of cancellation to bdrummon@shepherd.edu or jsweeney@shepherd.edu by the 10th of the current month to avoid additional charges. Any request on the 11th or later may still be charged for one more month.

Q: Can memberships be transferred to another family member?

A: No, memberships are not transferable to other family members at any point.

Q: Why is there a dress code?

A: Full t-shirts, appropriate length athletic shorts or pants, and closed-toe athletic shoes are required to protect from disease, illness, and injury. Please see the [Dress Code](#) section for more details.

Q: Do you have childcare?

A: The Wellness Center does not provide child care.

Q: How old do you have to be to use the facility?

A: Patrons must be 16 years of age or older to use the facility independently. Children 15 years of age or younger may purchase a membership but have limited access to the courts, pool, and track with direct supervision by a parent/guardian 18-years or older at all times. We offer certification programs to give these members additional access. Please see the [Junior and Youth Fitness Certification](#) section for more details.

Guest Information

The Wellness Center offers day pass options for non-members and can be purchased at the Registration Desk. Guests must show proof of age and sign a waiver prior to access the facility. While using the facility, guests are expected to adhere to all facility policies.

GUEST FEES	DAILY	5 VISITS
Prices	\$10	\$40

Membership Options & Fees

At the Shepherd University Wellness Center, our memberships are open to the community with membership options ranging from one month to one year. All membership types expire on the 15th of the month.

Shepherd University Students

Undergraduate Students

Shepherd University undergraduate students on the main Shepherdstown campus have access to the facility during operational hours. Just swipe your Rambler card at the turnstiles in the rotunda to gain access.

- Per the campus-wide policy, students are required to have their Rambler card with them at all times.
- **No Rambler card = no access**
- Students are required to swipe their Rambler cards for all academic classes held in the Wellness Center.

Graduate Students

Current Shepherd University graduate and all other students (e.g., Martinsburg campus programs) do not have access to the facility (fees are not included in tuition) and are required to purchase a membership.

Current Shepherd University Graduate & All Other Students	Price
1 semester (4 months)	\$74

Select Your Term Membership Options

The Wellness Center offers 1 to 12-month term options for the following membership types:

- Community (16 - 54 years old)
- Senior (55 and older)
- Shepherd University Alumni
- Shepherd University Staff/Faculty

Patrons must be 16 years of age or older to use the facility independently. Children 15 years of age or younger may purchase a membership but have limited access to the courts, pool, and track with direct supervision by a parent/guardian 18-years or older at all times. We offer certification programs to give these members additional access. Certification programs for more independent access are available for members ages 10-12 and 13-15. Please see the [Junior and Youth Fitness Certification](#) section for more details.

Monthly Term	Community (16-54 years old)	Senior & Alumni 10%*	Alumni 20%**	Shepherd University Staff/Faculty
1	\$68	\$61.20	\$54.40	\$21
2	\$126	\$113.40	\$100.80	\$40
3	\$182	\$163.80	\$145.6	\$59.25
4	\$240	\$216	\$192	\$79
5	\$292.50	\$263.25	\$234	\$97
6	\$330	\$297	\$264	\$114
7	\$370	\$333	\$296	\$131
8	\$410	\$369	\$328	\$148
9	\$450	\$405	\$360	\$165
10	\$490	\$441	\$392	\$182

11	\$528	\$475.20	\$422.40	\$199
12	\$576	\$518.40	\$460.80	\$215

*All Shepherd University Alumni - 10% off regular memberships

**Shepherd University Alumni who graduated within the past year - 20% off regular memberships

Immediate Family Discounts Options

Immediate family discounts are also available at the Shepherd University Wellness Center.

- We classify immediate family members as husband, wife, domestic partner, mother, father, son, daughter, sister or brother that reside at the same address.
- Immediate family discounts are applicable on regular and senior memberships after one (1) membership (**the highest valued membership**) is paid in full.
 - Additional memberships do not have to be purchased when the full membership is purchased
 - You will be asked to provide the name of the person who is paying full price, so we can verify they are current and have a full price membership.
- You must be a member of the Wellness Center for your immediate family members to receive your membership rates.
- There is no limit to the number of immediate family members that can sign up at your membership rates.

Immediate Family Discounts	Discount % or Rate
Additional memberships for those age 16 to 54	50% off Regular Membership
Additional memberships for those age 55 and over	50% off Senior Membership
Additional memberships for those age 15 and under	75% off Regular Membership
Additional Shepherd University Staff/Faculty Memberships	Staff/Faculty Rates

Recurring Membership Options

The Shepherd University Wellness Center offers a monthly membership to be paid by an auto-debit on the 15th of every month.

- All recurring payments must be completed with a credit card (Visa, Mastercard, Discover or American Express) that is securely stored in our Point of Sale.
- Members may send a notice of cancellation to bdrummon@shepherd.edu or jsweeney@shepherd.edu by the 10th of the current month to avoid additional charges. Any

request on the 11th or later may still be charged for one more month.

Automatic Monthly Debit	Community	Senior and Alumni 10%	Alumni 20%	Shepherd University Staff/Faculty
Monthly Charge	\$68	\$61.20	\$54.40	\$21

Recurring Membership Immediate Family Discounts

When a recurring payment is scheduled, one person will be charged full price each month. Below are additional rates based on member age.

- Additional members age 16 to 54 will be charged \$34.00 (1/2 price) each month
- Additional members age 55 and over will be charged \$30.60 (1/2 price) each month
- Additional members age 15 and younger will be charged \$17.00 (1/4 price) each month

Shepherd University Staff/Faculty recurring membership can sign up immediate family members at \$21 per month as long as they are members of the Wellness Center themselves.

Monthly Combo Membership

On top of facility access, Monthly Combo memberships include:

- 4 (30 minute) Personal Training Sessions
- 1 (30 minute) Massage Appointment
- No additional discounts are available for the monthly membership combo.
- Additional personal training sessions can be purchased for \$20 per 30-minute session.
- Sessions and massage do not carry over and will expire the 15th of the following month.
- All combo payments must be done with a credit card (Visa, Mastercard, Discover or American Express) that will be securely stored at our Point of Sale.
- Members may send a notice of cancellation to bdrummon@shepherd.edu or jsweeney@shepherd.edu by the 10th of the current month to avoid additional charges. Any request on the 11th or later may still be charged for one more month.

Automatic Monthly Debit	Community	Senior	Shepherd University Staff/Faculty
Monthly Combo Charge	\$120	\$114	\$81

Participating Insurance Programs

PEIA Weight Management Program

The Wellness Center is a partner with the PEIA Weight Management Program. All eligible program participants pay a \$20 monthly recurring copay. To find out more information about the program [CLICK HERE](#); to apply for the program online [CLICK HERE](#).

- The Wellness Center is only the host facility and does not decide on who is accepted into the Weight Management Program.
- All applications must go through PEIA.
- We will not accept any applications or health information forms for this program.
- All PEIA approvals will be sent to the Assistant Director, who will contact the Weight Management participant.
- Upon approval notification, the participant can set-up their recurring copay and begin using the facility.
- All PEIA copays must be done with a credit card (Visa, Mastercard, Discover or American Express) that must be kept on file in the member's account.
- No family membership discounts are available with this program.

Parking at the Wellness Center

All Wellness Center members and guest are required to have a valid parking permit to park in Lot G outside the Wellness Center (and anywhere on campus).

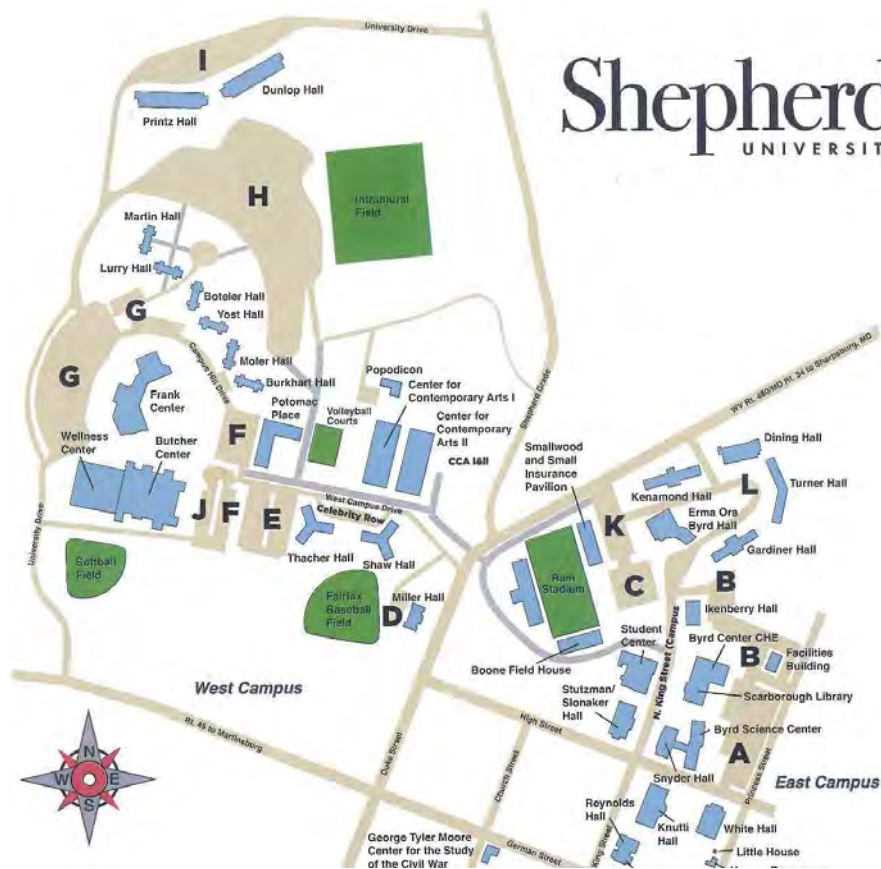
Parking permits are included in Wellness Center membership purchases. Members must present a valid vehicle registration card for the parking permit. Please stop by the Registration Desk to register your vehicle.

Guests must obtain a temporary parking permit for their visit. The license plate # and make and model of the vehicle must be provided. The temporary pass will be valid for that day.

Any member or guest who fails to display the parking permit may receive a ticket to be paid through University Police at the member or guest's expense.

For a full explanation of Shepherd University parking regulations, please read <http://www.shepherdwellness.com/docs/ParkingRegulations.pdf>

Below is the University's Parking Map



Stay Connected with SUWC!

To stay informed on what's happening at the Wellness Center, please subscribe to or follow us on social media.

Subscribe to:

- Monthly Wellness Center Newsletter
 - <http://shepherdwellness.us14.list-manage1.com/subscribe?u=34b0a99065b22d17cdf89bd3b&id=896a534b0a>

Follow us:

-  @Wellness_SU
-  @WellnessSUWC
-  @Wellness_SU

Sign-up for our text alerts to stay informed about all weather-related facility closures, group exercise cancellations, programs and programs and general facility closures.

- Wellness Center Mobile Text Alerts System
 - <https://mobile-text-alerts.com/subscribe/LetsGOSUWC>

For monthly facility calendars or more information about our services, please visit us at

www.shepherdwellness.com

WIFI and AudioFetch

To access the Wellness Center's WIFI, please use the following username and password:

- Username- SU Guest
- Password- Shepherd



To access audio for our TVs in the Weight and Fitness Area:

- Download AudioFetch App on your Cellphone
- Connect to Wellness Audio
- Open and Select TV Channel

Additional Services & Fees

Junior & Youth Fitness Certifications

We offer two options for your children to use the facility without your direct supervision. Current members 10-12 and 13-15 years of age can be certified to access the facility properly.

Certification Program	Price
Youth Fitness Certification Facility access by area denoted by  in Area Specific Policies Section	\$40
Junior Fitness Certification Facility access by area denoted by  in Area Specific Policies Section	\$40
Youth Certified Member to Junior Certified Member	No Fee

Each certification session costs \$40.00 per participant, and upon successful completion, Junior and Youth Fitness certified members will have different levels of access to the facility. A detailed description of the prerequisites and registration process of the certifications and an overview of each certification session and level of facility access is below.

Pre-requisites to Qualify for the Certification Programs

- Be a current Wellness Center member
- Be between the ages of 13 and 15 years old for the Junior Certification (U-16) program and between the ages of 10 and 12 years old for the Youth Certification (U-13) program
- Be able to follow policies and procedures with no direct supervision

Requirements Before Certification Session

- Guardian must sign-up eligible child at the Registration Desk in the Wellness Center
 - Session must be scheduled at least 48-hours in advance
 - Available session times are based on staff availability
- Guardian must complete the guardian consent form (signature is required)
- Prepay the registration fee (\$40)

What to Bring to the Certification Session

- Participants will be using the pool, courts, and the fitness area (for Junior Certification only) and must be dressed appropriately for each area
 - Closed-toe athletic shoes, athletic shorts or pants, and full t-shirt for designated areas upstairs and courts
 - Swimsuit, sandals, and towel for the pool

We ask that parents not participate in the certification with their child. The point of the certification is to assess the maturity and the ability the child to conduct him or herself independently and safely without supervision in the facility.

Junior & Youth Certification Program Overview & Expectations

- Each program is part lecture and part activity.
- Participants will be given a thorough explanation of policies and procedures of each area of the facility designated for the specified certification.
- Participants must demonstrate that they understand the guidelines and can follow specific procedures.
- All participants must pass a swim test which includes:
 1. Swim 50 yards without flotation device
 2. Tread water for 1 minute in deep end
 3. Float on back for 1 minute

Program Exception

- If a participant cannot complete the swim test on the day of the program, he or she will still be able to become certified but will not be able to use the pool without direct supervision from a guardian.
- Their certification card will be printed with “No Pool Access.”
- They can retest by scheduling a time at the Registration Desk.

Junior Fitness Certification (U-16) Program Overview

- Duration of program: 45 – 60 minutes
- Thorough explanation and hands-on interaction of the following areas:
 - Membership Check-in
 - Locker Room Usage
 - Pool
 - Racquetball and Basketball Courts
 - Weight/Fitness Area
 - Indoor Track
 - Group Exercise Classes
- Participants must demonstrate that they understand the guidelines and can follow the specific procedures:
 - Accessing the facility with Junior Fitness Certification membership card
 - Visibly showing Junior Fitness Certification card at all times
 - Checking out equipment
 - Proper conduct on the courts
 - Reserving racquetball courts
 - Identifying track direction and usage
 - Programming and using the cardio equipment
 - Setting-up and using the resistance machines
 - Setting-up and using free weights, cable machines, and squat racks
 - Cleaning and returning all equipment to its original location
 - Locating group exercise schedule and participating in classes (No Red Category)

- Classes are permitted)
 - Checking-in with the group exercise instructor
 - Proper conduct in group exercise classes
 - Checking out a day lock or renting a locker for personal belongings
 - Proper conduct in locker rooms and restroom facilities
 - Proper preparation for entering pool deck
 - Checking-in with the lifeguard
 - Proper conduct on the pool deck while using the pool
 - Successful completion of the swim test

Junior Fitness Certification Program Completion

- Upon completion, both the participant and guardian will sign a form saying that they agree to adhere to all policies and procedures (must have signatures before the card is distributed).
- Those certified will be permitted to use free weights, resistance machines, cardio machines, track, pool, courts, and silver, green, and yellow group exercise classes with their Junior Fitness Certification membership card.
- Previous membership cards must be turned in to the Registration Desk as the Junior Fitness Certification card will be the new membership card.
- A break-away lanyard will be provided to store the Junior Fitness Certification card and must be worn and visible at all times (except while swimming) so that SUWC staff is aware that the U-16 member is Junior certified.
- **No Card = No Access**
 - Any Junior Fitness Certification member who does not bring their card cannot use the facility independently. They can use the courts, pool, and track with direct supervision from guardian 18-years of age and older.

At any time, if the participant violates any policies or behaves in a manner that endangers themselves or others, their membership and certification may be revoked.

Youth Fitness Certification (U-13) Program Overview

- Duration of program: 30-45 minutes
- Thorough explanation and hands-on interaction with the following areas:
 - Membership Check-in
 - Locker Room Usage
 - Pool
 - Racquetball and Basketball Courts
 - Indoor Track
- Participants must demonstrate that they understand the guidelines and can follow the specific procedures:
 - Accessing the facility with Youth Fitness Certification membership card
 - Visibly showing Youth Fitness Certification card at all times
 - Checking out equipment
 - Proper conduct on the courts
 - Reserving racquetball courts
 - Identifying track direction and usage
 - Checking out a day lock or renting a locker for personal belongings
 - Proper conduct in locker rooms and restroom facilities

- Proper preparation for entering pool deck
- Checking-in with the lifeguard
- Proper conduct on the pool deck while using the pool
- Successful completion of the swim test

Youth Fitness Certification Program Completion

- Upon completion, both the participant and guardian will sign a form saying that they agree to adhere to all policies and procedures (must have signatures before the card is distributed).
- Those certified will be permitted to use the track, pool, and the courts, with their Youth Certification membership card.
- Previous membership cards must be turned in to the Registration Desk as the Youth Fitness Certification card will be the new membership card.
- A break-away lanyard will be provided to store the Youth Fitness Certification card and must be worn and be visible at all times (except while swimming) so that SUWC staff is aware that the U-16 member is Youth certified.
- **No Card = No Access**
 - Any Youth Fitness Certification member who does not bring their card cannot use the facility independently. They can use the courts, pool, and track with direct supervision from a guardian 18-years of age and older.

At any time, if the participant violates any policies or behaves in a manner that endangers themselves or others, their membership and certification may be revoked.

- When the certified Youth Fitness members turn 13 years old, they will be eligible to complete the Junior Fitness Certification.
 - The participant's guardian must book the Junior Fitness Certification session at the Registration Desk.
 - The \$40 fee will be waived for all Youth Fitness certified members who are converting to Junior Fitness certified members.
 - Please see [Junior Certification \(U-16\) Program Overview](#) for requirements and expectations.

Rentals

Half and Full Locker Rentals

We offer half and full lockers for 3, 6, or 12-month rentals.

- Current students and Wellness Center members are eligible to rent lockers.
- Locks are provided.
- Lockers are available for purchase on a first-come, first-served basis.
- Lockers must be cleared out by expiration date. Patrons with expiring lockers will be notified two weeks in advance.

Locker Prices

Rental Duration	Full Locker Dimensions: 72" H x 12" W x 16" D	Half Locker Dimensions: 40" H x 12" W x 16" D
3 months	\$35	\$25
6 months	\$50	\$40
12 months	\$70	\$50

Two weeks before your locker rental expires, you will receive an email notification and you can renew your rental. If you decide not to continue renting a locker, you will have two-weeks after the expiration date to remove all contents. The Wellness Center staff will remove all items left in your locker after this two-week period and disposed of.

Daily Locker Rentals

Half lockers are also available in each locker room for day rentals

- Combination locks can be checked out at the Registration Desk
- Must leave license or ID at the Registration Desk at time of check-out
- Day locks are removed at the end of the day if not returned, and items in the locker will be removed

Facility Rentals

The Shepherd University Wellness Center offers several spaces to accommodate all of your corporate or private outings.

- All requests must go through the Registration Desk staff or membership coordinator.
- Rentals must be paid in full ten (10) days prior to scheduled date.
- Proof of insurance or a signed Waiver of Liability is required.

- If renter needs to cancel, they must provide a 48-hour notice, or rental fees may still be charged.
- If the rental is canceled due to bad weather or facility closure, the rental will either be refunded or rescheduled.

Facilities available for rental include the following:

Pool

Our 8 lane, 25-yard pool is available for private rentals on Saturday and Sunday afternoons after 4:00pm. When you rent our pool, you get the entire space to yourself and we provide the lifeguards. We offer a seating area with tables and chairs right off the pool deck for your usage. Pricing for the pool is based on the number of swimmers and we charge per hour.

POOL RENTALS	PRICE
Party of 40 swimmers	\$140/hr <i>Effective 1/1/2018</i>
Party of 41-60 swimmers	\$150/hr <i>Effective 1/1/2018</i>
Each additional hour	\$110/hr

[Click here for pool photos.](#)

Arena

Our full arena is 14,000 square feet and can accommodate up to 500 people. The area may be reserved as a full or half arena rental for basketball, volleyball, career fairs and banquets. We can even provide professional floor covering, tables and chairs if requested. Additional fees may apply for room set-up.

ARENA RENTALS	PRICE
Half Arena (per hour per court)	\$65/hr
Full Arena (per hour full arena)	\$130/hr

[Click here for arena photos.](#)

Multipurpose Room

Our multipurpose room is 3,100 square feet and can accommodate up to 200 people. This space can

be divided into two separate rooms which can be set up as a classroom, meeting space or banquet style. The Wellness Center can even provide audio and wireless microphones for all rentals. Additional fees may apply for room set-up.

ROOM RENTAL	PRICE
One Room	\$55/hr
Full Room	\$110/hr

[Click here for room photos.](#)

Multipurpose Rooms & Arena Event Set-up Options

(See Registration Desk for pricing options)

Equipment options

- 20 - 4-foot tables (seats 4)
- 6 – round tables (seats 8)
- 190 – folding chairs
- Floor coverings
- Wireless mic
- Athletic equipment
 - Basketballs
 - Volleyballs
 - Racquetball rackets, balls and goggles
 - Corn hole boards
 - Dodgeballs

Individual Client Services & Policies

Individual client services include all personal training and coaching services and private swim lessons.

- Sessions must be booked more than 48 hours in advanced and within a 60 day timeframe.
- All appointments will be booked by the client through the registration desk (304-876-5300), through the Wellness Center online system, or directly with the service provider.
- Service series sales must be purchased prior to the booking of the service and will expire one year from purchase if not redeemed.
- Please arrive to appointments ready as services will begin and end promptly at the designated time.
- In the event of a facility closure for any reason, the makeup appointment will be rescheduled at the staff & clients' earliest convenience.
- If a client cancels less than 24-hours in advance of a training session or does not show, he/she may be charged for a session and not reimbursed.
- If a client cancels less than 24-hours in advance of a free consultation appointment, or does not show, he/she may forfeit his/her free consultation and may need to pay the consultation fee to make another appointment.
- All cancellations should be directed to the Wellness Center registration desk at 304-876-5300 or 304-876-5045 as soon as possible. If outside of our business hours, please e-mail Nick Mummert for swim lessons (NMummert@shepherd.edu) or Jennifer Seeley for personal training (JSeeley@shepherd.edu).

Personal Training Services & Specific Policies

In addition to the [Individual Client Services Policies](#), below is an outline of services and additional personal training and coaching policies.

Personal Training and Coaching Staff

All Wellness Center personal trainers and coaches hold a degree in exercise science or another health-related field and are certified through a nationally accredited organization. Learn more about the trainers and coaches [here](#).

Getting Started with Personal Training and Coaching

- All new clients must participate in FITT Kit prior to purchasing training sessions.

FITT Kit

FITT Kit offers a solution to provide you clearer direction and confidence as you work towards your fitness goals. This sixty-minute session will provide greater insight on your current fitness, as well as offer recommendations for improving your fitness based off of your goals and a comprehensive wellness assessment. The wellness assessment will be customized to measure health and fitness markers specific to you.

Price

- Current Members and Shepherd University Students (with active Rambler): One free annual

session

- Non-members: \$45 + \$10 Guest fee

Signing Up

- Sign-up at our Registration Desk or at one of our FITT Kit boxes located in our facility.
- If using the FITT Kit box, place the slip in the box, and a trainer will contact you within seven calendar days to schedule your session.

Required Documentation

- All FITT Kit participants must print off (or pick up at our Registration Desk) and complete the personal training packet which includes the General Information & AHA/ACSM Preparticipation Screening Questionnaire, Physical Activity Readiness Questionnaire (PAR-Q), Exercise History Form, Consent and Release from Liability Form, and the Physical Activity Readiness Physician Referral Form.
- The packet should be completed before your appointment.
- Any client requiring a physician's approval, will need to have the Physical Activity Readiness Physician Referral Form completed before participating in assessments or prescribed exercise.

Prior to the FITT Kit Appointment

- Complete all forms and (if necessary) get the Physical Activity Readiness Physician Referral Form completed.
- Drink plenty of fluids during the 24-hour period before your testing.
- Get adequate sleep (6-8 hours) the night before.
- Do not engage in strenuous activity the day of the assessment.
- Refrain from eating, smoking, and drinking alcohol or caffeine for 3-hours prior to testing.
- Come dressed in workout attire (full sleeve t-shirt, pants/shorts and sneakers).
- If interested in a posture assessment, please wear form-fitting clothes or a tank top and shorts.

Once a FITT Kit has been completed, participants are eligible to purchase personal training packages.

- Members and guests may purchase personal training packages online and at the Registration Desk. Guests will be required to purchase a guest fee or a punch pass for access to the facility for their personal training session.
- All packages include a complimentary reassessment to be used at the end of the package.
- The complimentary reassessment cannot be used as another personal training session.
- For all 30-minute sessions, the client is responsible to arrive 15 minutes early to warm-up in order to start the session on time. It is also the client's responsible to cool-down post workout.
- Two 30-minutes sessions can be scheduled back to back for a 60-minute session which will include a warm-up and cool-down with the trainer.
- Athletic Performance, Private Yoga, and Nutritional Coaching can only be scheduled in 60-minute increments.

Individual Training

Working with a personal trainer provides you with the edge to ensure you achieve progress toward your goals. Your personal trainer will use information from your FITT Kit to first map out a plan to

achieve the desired results to excel your fitness and improve your overall health. Within your sessions, your trainer will educate, assist, encourage, and progress you through safe and effective workouts.

FITT KIT & PACKAGES	MEMBER	SHEPHERD STUDENT (Valid Rambler Card Required)
1 (60-min.) FITT Kit (Non-Members)	\$45	\$35
6 (30-min.) Sessions	\$120	\$95
12 (30-min.) Sessions	\$215	\$165
24 (30-min.) Sessions	\$385	\$300

Buddy Training

By involving a partner in your sessions, whether it is a family member or close friend, you will both benefit from a new element of accountability and fun in your training. As you and your workout buddy share in the experience (and also enjoy the reduced cost), you will be pleased in the progress you each make towards your shared goals.

- Buddy Training requires two people to have the same goals in order to work together.
- All sessions must be done together- there are no make-ups if one person misses the session.

FITT KIT & PACKAGES	PRICE
1 (60 min.) FITT Kit (Non-Members)	\$68
FITT KIT & PACKAGES	PRICE
6 (30 min.) sessions	\$180
12 (30 min.) sessions	\$323
24 (30 min.) sessions	\$578

Athletic Performance

Are you an athlete looking to sharpen your skills and gain a competitive edge in your sport? Your trainer will work with you on sport-specific training to improve your athleticism. Unlike your general practice, these sessions will specifically be designed in the areas you seek improvement with cueing and progressions appropriate to advance YOU to the next level.

PACKAGES	PRICE
3 (60 min.) sessions	\$120
6 (60 min.) sessions	\$215
12 (60 min.) sessions	\$385

Team and Small Group Training

The Wellness Center also provides small group and team performance training. Please contact the Wellness Coordinator directly at jseeley@shepherd.edu for pricing and programming.

Private Yoga

PACKAGES	PRICE
3 (60 min.) sessions	\$120
6 (60 min.) sessions	\$215
12 (60 min.) sessions	\$385

- All Private Yoga packages require the completion of the yoga training packet prior to any services being rendered.
- Clients must have all documentation provided by the registration desk, the instructor, or available on our website completed prior to engaging in any physical activity with yoga instructor.
- Each package purchased includes a complementary assessment that will be scheduled at the beginning of your package. The complementary assessment cannot be used as a private yoga session.
- The assessment will include a review of the client's health history, setting goals, and evaluating flexibility, balance, and strength while moving through a flow of different postures*.
- The yoga instructor will create a program based on the outcome of the assessment.

*Movements in the assessment flow include:

- Arms overhead, looking up
- Hold at waist and touch shins & toes
- High plank
- Down dog
- Warrior One (lunge with arms extended)
- Repeat

Nutritional Coaching Services and Policies

Your health is a culmination of your lifestyle choices including activity and dietary habits. Simplify your journey to achieving improved nutritional habits by working side-by-side with the Wellness Center Nutritional Coach. Together, you will identify current lifestyle and dietary habits and then set behavioral goals and action items that will bring you closer to your desired results in a way that you can sustain as a lifestyle.

- Any person with a restricted diet, food allergy, and medical condition should consult with their doctor first, prior to participating in nutritional coaching.
- All persons interested in participating in nutritional coaching must first complete the nutritional assessment.

Nutritional Assessment Description

The 60-minute Nutritional Assessment is devoted to establishing baseline measurements, analyzing current dietary habits, identifying barriers, and setting behavior-based goals. To maximize the duration of the session, clients will be required to complete and submit the nutritional information packet to the Nutritional Coach, for review, 48-hours before the meeting time. The nutritional information packet is extensive and requires you to track your food intake for three days. The assigned coach will use the client's information to prepare better for the assessment by identifying habits and deficiencies in his or her nutritional intake.

Nutritional Coaching Sessions

Following the Nutritional Assessment, the coaching sessions will be scheduled on a weekly or bi-weekly basis to provide knowledge and practical application on overcoming personal barriers to health. Sessions are uniquely tailored and include:

- Continual review of dietary logs
- Body Circumference Measurements (dependent on goals)
- Goal specific nutrition education including:
 - hydration, supplementation, portioning, food selection, food timing, meal prepping, macronutrients, calorie balancing, nutrition habits, communicating with your support network, and environment control

NUTRITIONAL COACHING FOR NEW CLIENTS	PRICE
Nutritional Assessment	\$120
Nutritional Assessment & Two (60-min.) Coaching Sessions	\$215
Nutritional Assessment & Six (60-min.) Coaching Sessions	\$385

NUTRITIONAL COACHING SESSION PACKAGES FOR EXISTING CLIENTS	PRICE
1 (60-minute) Session	\$65
2 (60-minute) Sessions	\$120
4 (60-minute) Sessions	\$215
8 (60-minute) Sessions	\$385

Questions? Contact our Nutritional Coach, McKenzie Correll, at mcorrell@shepherd.edu.

Straight Shot Training Monthly Subscription

Straight Shot (SUWC edition) is a monthly subscription personal training service which Includes:

- Six (6) workouts per week (weekly workouts sent out each Sunday morning)
 - Each workout will include mobility, strength, conditioning, and cool-down components.
- Saturday 11 AM workout sessions with Jonny Slick at the Wellness Center
 - If there is inclement weather and the facility is closed- Jonny will provide a remote coaching session online.
 - Saturday sessions cannot be made up on another day if the subscriber cannot make it.
- Private Facebook group access where you can ask questions and get support.

Subscription Fees

SUBSCRIPTION TYPE	PRICE
Shepherd Students (Valid Rambler Card)	\$30/month
Shepherd University Wellness Center Active Members	\$35/month

- A prorated fee will be charged on initial purchase. Fee is determined based upon the day of the month.
- Monthly subscription will be charged to participant's card on file the 15th of each month.
- Participant must keep a credit or debit card on file to participate in Straight Shot.
- Participant must provide a valid email address for emailed workouts.
- To cancel, email jseeley@shepherd.edu before the 10th of the month.

Aquatic Services & Specific Policies

In addition to the [Individual Client Services Policies](#) above, below is an outline of services and additional aquatic programming policies.

Private Swim Lessons

Private lessons are available and scheduled based upon instructor availability and swimmer's preference.

- If you or a member of your family are interested in private swim lessons please fill out the [Private Swim Lesson Sign-up Form](#).
- If you have any questions, please call the Aquatics Coordinator at 304-876-5440.

PRIVATE SWIM LESSONS	PRICE
1 (30-min.) Lesson	\$27
3 (30-min.) Lessons	\$70
6 (30-min.) Lessons	\$120
12 (30-min.) Lessons	\$215

Group Swim Lessons (American Red Cross Learn-to-Swim)

Our mission is to teach swimming in a safe, positive, and fun atmosphere. We encourage your child to develop a healthy confidence, self-esteem, and sense of responsibility in and around the water. We hold smaller classes with a ratio of one (1) instructor per six (6) swimmers. The instructors for our program are trained by various accredited organizations including the American Red Cross.

- Group swim lesson dates and times for each level can be found on our website.
- Our Registration Desk staff will help parents or guardians determine which level their child should enroll in.
- Levels include:
 - **AquaTots:** (Parent & child swimming lessons) This class helps infants/young children and their parents become comfortable in the water together with a series of interactive games, activities, and songs. Recommended for children 6 months to 5 years old.
 - **Level 1:** This class helps swimmers feel comfortable in and around the water and introduces basic water and safety skills. All activities are done with the instructor's support. Recommended for children 3 to 5 years old.
 - **Level 2:** This class helps children further develop simultaneous arm and leg actions on the front and back without support. Basic water safety is also included in this level. Recommended for children 5 to 12 years old.
 - **Level 3:** This class helps children to build on previously learned skills. They will learn to survival float, swim the front crawl (freestyle) and elementary backstroke. Scissor and dolphin kicks as well as treading water will be introduced. Recommended for children 5 years to 12 years old.

- **Level 4:** This class helps children increase endurance and confidence in previously strokes learned. Sidestroke, backstroke, breaststroke and butterfly will be introduced. The basics of a flip turn and open turn at the wall are also introduced. Recommended for children 5 years to 12 years old.

GROUP SWIM LESSONS	PRICE
Member	\$65/child
Non-Member	\$80/child

Group Swim Lesson Cancellation Policy

- Please arrive to lessons in suit ready to swim. Lessons will begin and end promptly at the designated time.
- In the event of pool closure for any reason, the makeup lesson will be held on the Friday following the closure.
- Failure to attend a scheduled lesson may result in swimmer's forfeit of that lesson.

Sea Snakes Swim Team

The Shepherd University Wellness Center Sea Snakes Swim Team is a year-round USA Swimming club team that strives to provide the youth of our community with a safe and fun competitive swimming experience with both conditioning and swim meets. Our coaches encourage technique based performance to develop swimmers to their highest potential and are certified through various organizations including USA Swimming and the American Swimming Coaches Association.

- To participate in Sea Snakes, you must be between the ages of 5 and 18.
 - 8 and Under Minimum Requirements: Must be able to swim 25 yards on stomach in a safe and strong manner without assistance.
 - 9 to 13 Minimum Requirements: Must be able to swim 50 yards on stomach in a safe and strong manner without assistance.
 - 14 to 18 Minimum Requirements: Must be able to swim 100 yards on stomach in a safe and strong manner without assistance
- For more information, please visit our team website at <https://www.teamunify.com/wvswc>

SEA SNAKES SWIM TEAM	PRICE (PER PRACTICE)
Member	\$5.36/child/practice
Non-Member	\$6.25/child/practice
Payment is collected at once for an entire session and is based upon the above rates. All payments are made through the Registration Desk in the Wellness Center.	

Home School Aquatics

Join us for our home school aquatics program which focuses upon basic water safety and stroke development! These five sessions each offer 30-minutes of group swim lessons and 90 minutes of free swim. Our spectator area is available for your convenience to gather or conduct classes.

HOME SCHOOL AQUATICS	PRICE
Friday Sessions	\$30/session

Lifeguarding/First Aid/CPR/AED Certification, Recertification, and Instructor Courses (American Red Cross)

The primary purpose of the American Red Cross Lifeguarding course is to provide entry-level lifeguard participants with the knowledge and skills to prevent, recognize and respond to aquatic emergencies and to provide professional-level care for breathing and cardiac emergencies, injuries and sudden illnesses until emergency medical services (EMS) personnel take over. This program offers a choice of Lifeguarding/First Aid/CPR/AED courses to meet the various training needs of a diverse audience. Upon successful completion, the participant will receive a certification card valid for two years. Each candidate must be able to complete the following skills to be admitted into the class:

1. Be at least 15 years old on or before the final scheduled session of the course.
2. Swim 300 yards, continuously demonstrating breath control and rhythmic breathing.
Candidates may swim using the front crawl, breaststroke or a combination of both, but swimming on the back or side is not allowed. Swim goggles may be used.
3. Tread water for 2 minutes, using only the legs. Candidates should place their hands under the armpits.
4. Complete a timed event within 1 minute, 40 seconds:
 - o Starting in the water, swim 20 yards. Swim goggles are not allowed.
 - o Surface dive, feet-first or headfirst, to a depth of 7 to 10 feet to retrieve a 10-pound object.
 - o Return to the surface and swim 20 yards on the back to return to the starting point with both hands holding the object and keeping the face at or near the surface so they are able to get a breath.
 - o Exit the water without using a ladder or steps.

The primary purpose of the American Red Cross Basic Lifeguarding Instructor Course is to train instructors to teach the basic-level American Red Cross Lifeguarding courses.

LIFEGUARD COURSES	PRICE
Lifeguarding/CPR/AED/First Aid Course	\$275
Recertification Course	\$175
Lifeguard Instructor Course	\$275

CPR for the Professional Rescuer with First Aid (American Red Cross)

The purpose of the American Red Cross CPR/AED for Professional Rescuers course is to train professional-level rescuers to respond to breathing and cardiac emergencies in adults, children and infants until more advanced medical personnel take over. This program also includes skills needed to give immediate care to an injured or ill person and to decide whether advanced medical care is needed. Upon successful completion, the participant will receive a certification in CPR for the Professional rescuer (valid for 2 years) and First Aid (valid for 3 years).

COURSES	PRICE
CPR for the Professional Rescuer	\$110
CPR for the Professional Rescuer with First Aid	\$145

Water Safety Instructor Certification (American Red Cross)

The purpose of this instructor course is to train instructor candidates to teach courses and presentations in the American Red Cross Swimming and Water Safety program including Parent and Child Aquatics, Preschool Aquatics, Learn-to-Swim, Adult Swim, Private Lessons, Water Safety Courses and Water Safety Presentations.

COURSE	PRICE
Water Safety Instructor Certification	\$275

Certification Class Cancellation and Refund Policy

- Please arrive to lessons with all class materials ready to learn. Lessons will begin and end promptly at the designated time.
- In the event of pool closure for any reason, the makeup lesson will be rescheduled at the participant ('s) & instructor's earliest convenience.
- Failure to attend a scheduled lesson may result in forfeit of instruction and make up sessions are at the discretion of the Aquatics Coordinator.
- A full refund may be obtained up to seven (7) days prior to the start date of a class with a written request to the Aquatics Coordinator. If the participant cannot complete the prerequisites for the class or cancels less than one week prior to the start of class, a 75% refund of the registration price may be obtained by a written request to the Aquatics Coordinator.
- A class may be canceled/re-scheduled if enrollment does not reach three (3) participants. In this case the participant may request to transfer enrollment to another class or receive a full refund of facility assessed fees. Participants will be notified forty-eight (48) hours before the class if canceled. Notifications will be sent via the email address and/or phone number provided at enrollment. Please note any fees assessed directly by the American Red Cross are non-refundable.

Intramural Sports

Intramural Sports Overview

The Shepherd University Intramural Sports program is designed to encourage all Shepherd students, faculty, staff, and Wellness Center members to participate in organized intramural sports. Intramural sports include a wide variety of individual, dual, and team sport activities aimed at all skill levels. If you are a first-time player looking to learn a sport, a former high school athlete looking to stay physically active, or just looking to have fun while being healthy, we have programming for you. Participation in Intramural Sports programs is completely voluntary. Individuals participate at their own risk and assume responsibility for their own health and safety. Intramural Sports stresses sportsmanship and fair play. Competitiveness is encouraged while respecting opponents, officials, supervisors, and spectators.

Intramural Sports Offered

- Beach and Indoor Volleyball
- Wiffle ball
- Dodgeball
- 3v3 and 5v5 Basketball
- Indoor soccer

Dates for intramural sign-ups and dates of play for each sport can be found on our website.

Participant Eligibility

- Eligible players
 - Students enrolled at Shepherd University
 - Current members of the Wellness Center
 - Shepherd Faculty and Staff, if they are current Wellness Center members.
- Team rosters
 - Players may join a roster any time during the regular season, providing they have not already played for another team.
 - Participants may play in a gender specific league and one co-recreational league per sport.
 - Team rosters are frozen after the last game of the regular season. Players must be on the roster at this point to be eligible to play in the playoffs.
 - Students, faculty, and staff must present a valid Shepherd picture identification (ID) card to the game official prior to the start of the game or event in order to participate.
 - Failure to provide an acceptable form of identification will result in not being allowed to participate on that day.
 - Current Wellness Center members must be 16-years or older or must have completed the Junior Certification program to participate and must provide a valid picture identification to participate.
 - Intercollegiate Athlete participation
 - Current intercollegiate athletes are ineligible to participate in the sport equal to the one they compete in. If you are listed as a member of a varsity sport (or on a “Squad List”) in the same or a related activity during the academic year, you are ineligible.

Intramural Sign-ups

- Please stop by the Registration Desk at the Wellness Center or contact Josh Stover at 304-876-5005 or at jstover@shpeherd.edu to sign-up.

Sportsmanship and Player Conduct

- All players are encouraged to play to the best of their ability and make every effort to win within the spirit of the rules. Teams are responsible for the actions and behavior of their players, coaches, and spectators.
- Please behave in a courteous and responsible manner. Good sportsmanship is required at ALL TIMES.
- Participant Disqualifications
 - Any player ejected from a game must sit out the remainder of that game and cannot play any intramural sports until the player meets with the Assistant Director of the Wellness Center.
 - Any player/participant ejected from a game must leave the field/facility.
 - Failure to leave the facility when asked by the intramural supervisors will result in forfeit of game by their team.
 - The Assistant Director of the Wellness Center will determine the disciplinary action to be taken based on the ejection report and meeting with disqualified participant. The minimum penalty will be the ineligibility from playing at least one intramural game.

Team Captains

Participants who are listed as the team captains take on extra responsibilities. The responsibilities of the captain are:

- Read the Intramural sports manual
- Attend the captains meeting at the start of each season
 - If the captain cannot make it, a representative of the team **must** attend.
- Check email for communication from the Assistant Director about the schedule, schedule changes, and playoff schedule.
 - The captain is responsible to check his or her email and notify their team of any changes.
- Inform teammates about sport rules and intramural policies and procedures.
- Display good sportsmanship at all times.
 - **Ultimately you are responsible for the actions of the team and spectators. In all cases when an offending member(s) on your team cannot be identified you will be held responsible and could face disciplinary actions.**
- Ensure all players on the team are eligible to participate.

Forfeits and Auto Losses

- Forfeit Policy
 - If game time arrives and one team does not have the minimum number of players, then the team is awarded an additional five minutes for participants to arrive.
 - If the team has enough players present by the end of the additional time period, then the game must start promptly, and game time is reduced by five minutes.
 - If, after the additional time period is over, the team still does not have enough players,

then the team forfeits and the team with enough players is awarded the win.

- The forfeiting team will be given a zero (0) for sportsmanship.
- If neither team has the minimum number of players, then it is a double forfeit.
- **Once a participant or team forfeits twice, they are automatically eliminated from league and tournament play.**

Equipment and Safety

- Activity Rules
 - Activity rules will be based on national governing body rule books with local modifications when necessary.
 - Example of national governing bodies:
 - National Intramural and Recreational Sports Association (NIRSA)
 - American Softball Association (ASA)
 - National Federation of State High School Association (NFHS)
 - United States Volleyball (USAV)
 - Each sport will have their own set of rules, and those will be available to all participants on the intramural webpage.
 - Athletic shoes must be worn by all participants. For outdoor sports, players may wear cleats, but they must have a molded rubber or plastic sole. **NO METAL CLEATS.**
 - Rules and regulations of all facilities must be followed by intramural sports participants.
 - No alcohol, drugs, or tobacco products are allowed at Intramural Sports sites before, during or after intramural sports activities.
 - Jewelry may not be worn during intramural activities. The only jewelry permitted are medical bracelets and wedding bands (These items must be taped and we do not provide tape).
 - Before each game, the officials will check for visible jewelry and require its removal if found.
 - Inclement Weather
 - The Intramural Sports Staff makes decisions concerning the postponement or cancellation of games due to inclement weather by 2:00 pm. Monday – Friday.
 - All outdoor intramural programs will stop with the first sight of lightning or sound of thunder.
 - Play will be resumed 30 minutes after last sound of thunder or sight of lightning, whichever happened last.
 - If play is stopped, all participants, spectators, and staff must immediately find the nearest shelter.
 - Intramural staff will postpone or cancel outdoor activities if they deem the weather to be unsafe.
 - Cancellations will be posted on IMLeagues.com and captains will be notified.
 - Teams should not assume that games will be canceled simply because of rain.
 - If games are cancelled, teams should check IMLeagues.com for updated schedules.

Alcohol and Drug Policy

- Possession or consumption of alcohol or illegal drugs is prohibited at any intramural and recreation program or facility. Alcohol or illegal drugs infractions will be referred to the Student Conduct System.

Policies and Regulations

Non-Discrimination and Civility

The Shepherd University's Mission Statement demonstrates that it is our shared duty to create an inclusive culture where all members of the campus community are accepted. Therefore, as members of the Shepherd University community, we have agreed as a community on a common set of values:

- we are committed to the establishment of an open-minded campus that accepts and honors every one of its members;
- we work to support and enhance an environment that respects and endorses all efforts that celebrate the uniqueness of each individual;
- we continually strive to create a welcoming community in which educational, social, and recreational activities and opportunities are available to all of our members;
- we strive to avoid any actions, attitudes, or behaviors that disrespect, degrade or dehumanize any member or guest of this university; and
- we continually link academic inquiry and knowledge to meaningful values, thereby deepening human understanding and promoting the appreciation of culture, race, sexual orientation, age, religion, gender and gender identity.

The University provides opportunity to all members of the institution and surrounding community on the basis of individual qualifications and merit without regard to race, color, sex, sexual orientation, gender identity, religion, age, national origin, or ability. The University neither affiliates knowingly with nor grants recognition to any individual, group, or organization having policies that discriminate on the basis of race, color, age, religion, sex, sexual orientation, gender identity, national origin, or ability, as defined by applicable laws and regulations and the University does not tolerate any such acts or policies of discrimination and/or harassment by any person or entity. This commitment is expressly confirmed in the Shepherd University Board of Governors Social Justice Policy. Timely and effective resolution of such issues is an important value of the University community.

Facility Conduct

The University reserves the right to terminate the membership of any employee member or community member, with pro-rata refund, for the welfare of all patrons of the Wellness Center. Causes for termination of membership include, but are not limited to, willful harassment, abuse, or intimidation of other patrons or employees, theft, disorderly conduct, or any other conduct that is unreasonably disruptive or dangerous to other patrons.

Membership

- *Members are required to have a photo on file with their membership to validate identity in case their card is lost or stolen.*
 - Pictures will be taken upon membership purchase. Members have the choice to either have their picture taken, or we can take a picture of their driver's license.

- Memberships to the Shepherd University Wellness Center (SUWC) are non-transferable and non-refundable.
- All members are allowed one membership hold per membership purchase not to exceed more than two (2) months. Holds may be used for medical and extended travel purposes. All membership hold requests must be in writing and sent via email to bdrummon@shepherd.edu or jsweeney@shepherd.edu.
- Patrons must be 16 years of age or older to use the facility independently.
- Children 15 years of age or younger may purchase a membership but have limited access to the courts, pool, and track with direct supervision by a parent/guardian 18-years or older at all times.
- Children 15 years of age or younger are prohibited from loitering in the weight/fitness area and the multipurpose rooms (including group exercise classes).
- At no time should a child 15 years of age or younger be unsupervised anywhere in the facility unless Junior or Youth Fitness certified. Please see the [Junior and Youth Fitness Certification](#) section for more details.

Access

- Use of the facility is during posted operating hours only.
- Hours of operation can be found on our website at www.shepherdwellness.com or our monthly calendar located at the Registration Desk and are subject to change.
- General access to the facility may be limited during holiday breaks and to specific areas of the facility due to special reservations or rentals.
- *Entering unauthorized areas such as behind the Registration Desk, offices, electrical room, or storage rooms without the permission of the Wellness Center Administrative Staff will be considered trespassing.*
- Membership identification cards must be swiped at the turnstiles in order to gain access to the facility.
- Any member who does not have their membership card must check in with the Registration Desk to validate they have an active membership prior to entry.
 - *If a member does not have a picture on file, they must provide another photo id.*
 - *Frequently misplaced cards (more than two occurrences) may result in a replacement fee the member will need to pay to get a new card.*
- *Any member who loses their membership card should report it to the Registration Desk so the account can be closed, and a new card can be issued.*
- Per the Shepherd University policy, students are required to carry their Rambler cards at all times. **No Rambler Card = No Access.**
- All Junior and Youth Fitness certification members must have their cards on them at all times with no exceptions.
- If the certified member does not have their card, they will be restricted to the under 16 years of age policy and must of have a legal guardian supervising them and are only permitted in the pool, courts, and track.

Misuse of Identification Cards

- *The misuse of a driver's license, credit/debit card, membership, youth certification, junior*

certification, and Rambler cards/IDs are strictly prohibited. The following misrepresentation or misuse of identity or identification are grounds for membership termination:

- *permitting another person to use his or her identification;*
- *inappropriate use of another person's identification;*
- *impersonation, or misrepresenting the authority to act on behalf of another or the University;*
- *forgery, alteration, or misuse of identification, documents, records, keys, or access codes;*
- *manufacture, distribution, delivery, sale, purchase, possession, or use of false identification.*

Equipment Check-out

- Members, guests, and students can check-out facility equipment (e.g., basketballs, racquets, locks, workout towels, etc.) at the Registration Desk.
- Patron must provide an id for collateral while equipment is being used.
- The id will be returned upon the equipment being brought back to the Registration Desk.
- Equipment should be used for only its intended purpose. Any misuse of equipment or damage to may result in fines and fees or replacement.

Unauthorized Services and Practices

- Purchasing, providing or soliciting for-profit services (i.e., Personal training, class instruction) within the facility is prohibited unless provided by SUWC Staff.
- No formal, informal, or organized practices are permitted without written approval from SUWC administrative staff.

Drug and Alcohol Use

- Any person under the influence of any controlled substance is prohibited from using any of the facilities and services within the Wellness Center.
- Any person found in violation of any prohibitions or suspected to be under the influence of a controlled substance will be asked to leave and may result in immediate membership termination.

Misconduct

- Engaging in disorderly or lewd conduct such as profanity, abusive language, inappropriate comments about race, color, age, religion, sex, sexual orientation, gender identity, national origin, and body weight, screaming, abuse of equipment, or conduct deemed offensive to other members, guests, students, University staff and faculty or Wellness Center staff, is prohibited.
- The University reserves the right to terminate the membership of any employee member or community member, with pro-rata refund, for the welfare of all patrons of the Wellness Center. Causes for termination of membership include, but are not limited to, willful harassment, abuse, or intimidation of other patrons or employees, theft, disorderly conduct, or any other

conduct that is unreasonably disruptive or dangerous to other patrons.

Personal Belongings

- *Personal belongings must be kept in a locker or cubby and off the fitness floor, pool deck, and multipurpose room floor.*
- Any personal items that are left behind are not the responsibility of the SUWC.
- If any items are lost, members should check the Lost and Found area located at the Registration Desk.

Food and Beverage

- Food and opened beverages are allowed in the rotunda, dining venue, and spectator seating in the pool area. They are not permitted in any other area of the facility.
- *Only water and sports drinks are allowed on the fitness floor or near any fitness equipment. All beverages must be in a sealed container. Disposable cups are not permitted.*

Cellphone and Photography

- *Photography and audio/video recording is prohibited in the locker rooms and restroom facilities at all times.*
- *Taking pictures or recording videos of others without permission is prohibited in any area of the building.*
- *We discourage cell phone usage texting/emailing while walking on our track.*
- *Cellphones are prohibited in group exercise classes.*

Dress Code

- The Center for Disease Control (CDC) recommends using a barrier between your skin and shared equipment such as weight training benches and cardiovascular equipment to prevent the spread of disease and infection. Barriers include towels or clothes that cover your skin such as T-shirts and appropriate length shorts.
- Wellness Center requires all patrons and staff to wear appropriate attire at all times. Appropriate clothing and footwear are defined below.
 - **Appropriate upper body apparel is required.** *T-shirts that cover the armpits, the entire back, front, and sides of the body are required.* No cut-off sleeves, tank top, crop-top shirt, or a sports bra permitted anywhere upstairs with the exception of tank tops allowed on the courts, track, and in group exercise classes.
 - Clean t-shirts are available at the Registration Desk to borrow for members.
 - **Appropriate lower body apparel is required.** *Appropriate lower body apparel will be defined as gym shorts, warm-up pants, running pants, yoga pants, and spandex shorts that cover all areas of the glutes, at all times, in any position. Extremely short shorts are not providing a significant enough barrier between surfaces and bare skin and are not efficient at absorbing bodily fluids. Therefore, shorts that expose the buttocks in any position are not permitted in any area of the building.*
 - **Appropriate athletic footwear is required.** Footwear must be closed toe and non-marking. All other shoes; such as dress shoes, sandals (Keens, Crocs), boots, and bare

feet are unacceptable. Sandals are permitted on the pool deck and in the locker rooms.

Any member wearing any apparel other than what is required will be asked to change their apparel. There are no warnings or exceptions. Patrons cannot wait until they finish their workout, they must stop immediately and address the clothing discrepancy. Everyone must be wearing the appropriate clothing, change into the appropriate clothing, borrow from the Registration Desk, or they will be asked to leave the facility.


Preventing the Spread of Disease and Infection

- Members and guests will use a barrier between their skin and shared equipment by way of abiding by the dress code.
- Users shall clean equipment after use. Complementary sanitizing wipes are available at cleaning stations, and workout towels are available at the Registration Desk.
- Try to avoid using communal mats at the gym. If necessary, make sure your towel covers your workout area or wear clothes that cover your skin to avoid direct contact.
- After working out, shower and change your clothes immediately.
- Never share towels.
- Be sure to wear sandals or flip-flops in gym showers.
- Avoid touching your nose, mouth, or eyes after using exercise equipment.
- Patrons must cover any skin trauma such as abrasions or cuts with a clean, dry bandage until healed.
- Practice good hygiene such as frequent hand washing.

Any violation of these regulations may result in loss of SUWC privileges without refund.

Area Specific Policies

Youth Certified member facility access by area denoted by 

Junior Certified member facility access by area denoted by 

Pool

- Swimming is only permitted under the supervision of a Shepherd University Wellness Center Lifeguard. **No Lifeguard = No Pool or Deck Entry**
- Showers are required before entering the pool. Anyone who is not clearly wet will not be permitted in the pool and will be asked to go shower before reentering.
- ***Appropriate swimwear is required for all swimmers. This is defined as clothing that is designed as swimwear, for example, swim trunks, swim briefs, long swim briefs (jammers), one or two-piece swim suits, surf shirts, wetsuits, swim diapers, and various religious swimwear. Items that are not permitted are street clothes, thong style and/or revealing suits, everyday clothing, and sports clothing.***
- Infants and toddlers are required to wear leak-proof pants or swim diapers.
- Per the West Virginia Health Department, Individuals with open sores or infections, wearing bandages, or that have had diarrhea in the last two weeks should not use the pool.
- All personal items are to be secured properly in the locker rooms.
- Food is only permitted in the spectator area.
- Glass containers and gum are not permitted.
- No horseplay, running, pushing, or pulling are permitted in or around the pool.

- No playing on ladders, bleachers, railings, or around pool drains.
- Please do not walk on the pool deck while wearing flippers.
- Disruptive or disrespectful behavior or language is prohibited.
- No diving in the shallow areas of the pool.
- The pool will be closed during severe weather conditions, such as electrical storms, tornados, or power outages.
- Lifeguards have the authority to stop any inappropriate or unsafe behavior and have the ability to remove any patron disobeying the rules or making the facility unsafe.
- No formal, informal, or organized practices are permitted without written approval from SUWC administrators. Instruction is only permitted by SUWC staff.
- This is a communal space. We expect patrons to be courteous and respectful during usage.

Lap Swim Policies

- Lap swimmers are expected to be courteous at all times and are expected to share lanes.
- Swimmers must enter the lanes from the ends only and should communicate with other swimmers in the lane when entering.
- All swimmers must circle swim if there are 2 or more swimmers in a lane
- Slower swimmers should stop at the wall and allow faster swimmers to pass
- When Entering a Lane
 1. Choose a lane with swimmers of similar ability.
 2. Wait for swimmer to return to shallow end, put your hand in the water to get the attention of the swimmer. Let him/her know you will be entering the lane to begin a circle swimming pattern.
 3. It is the responsibility of the swimmer entering the lane to make his/her presence known.
- Circle Swimming
 1. The customary traffic pattern is to stay to the right and swim counter clockwise.
 2. Always swim complete lengths of the pool to avoid stopping in the middle of the lane.
 3. If you stop at the wall, stay in the corner of the lane to avoid collisions.
 4. Leave the center of the lane open to allow room for flip turns.
- Please be aware that you may be asked to share a lane at any time.
- Lane availability varies daily based on programming. Please see our facility calendar for pool accessibility.

Swimmers Under 16 Years of Age

- All children seven (7) years old and younger or children considered to be a non-swimmer must be accompanied in the water by a parent/guardian 18-years or older.
- One adult may supervise up to four (4) children.
- All children between the ages of 8-15 years old must have a parent/guardian 18-years or older on the pool deck at all times unless Junior and Youth Fitness certified.

Arena

- At no time should children 15 years of age or younger be unsupervised in the arena unless Junior or Youth Fitness certified.
- *Dress code enforced- closed toe, non-marking athletic shoes, shirts (tank tops are*

acceptable) and appropriate length shorts or athletic pants must be worn at all times.

- Please return all SUWC equipment to its designated area (including equipment checkout areas).
- Food is prohibited in the arena.
- No chewing gum in the arena.
- Profanity, abusive language, screaming, or conduct deemed offensive to other members or SUWC staff, and abuse of equipment is prohibited.
- *Sports other than volleyball, basketball, and badminton are not permitted unless approved by SUWC Administrators.*
- No formal, informal, or organized practices are permitted without written approval from SUWC administrators.
- This is a communal space. We expect patrons to be courteous and respectful during usage.

Racquetball Courts

- At no time should children 15 years of age or younger be unsupervised in the racquetball courts unless Junior or Youth Fitness certified.
- *Dress code enforced- closed toe, non-marking athletic shoes, shirts (tanks tops are acceptable) and appropriate length shorts or athletic pants must be worn at all times.*
- Please return all SUWC equipment to its designated area (including equipment checkout areas).
- Proper eyewear is recommended when playing racquetball. Goggles are available to check out at the registration desk
- Food is prohibited in the racquetball courts.
- No chewing gum in the racquetball courts.
- Profanity, abusive language, screaming, or conduct deemed offensive to other members or SUWC staff, and abuse of equipment is prohibited.
- *Sports other than racquetball and wallyball are not permitted unless approved by SUWC Administrators.*
- No formal, informal, or organized practices are permitted without written approval from SUWC administrators.

Locker Rooms

- At no time should children 15 years of age or younger be unsupervised in the locker rooms unless Junior or Youth Fitness certified.
- It is the individual's responsibility to secure items during their visit, and empty locker contents after usage.
- The SUWC is not responsible for lost or stolen articles.
- Day locks are available at the Registration Desk for check-out.
- At the end of each day, all unauthorized locks will be cut off, and locker contents will be removed and placed in Lost and Found.
- This is a communal space. We expect patrons to be courteous and respectful during usage.
- If an item or issue requires immediate attention, please let a staff member know as soon as possible.
- *Photography and videography are prohibited in the locker room and restroom facilities at all times.*

Weight and Fitness Area

- At no time should children 15 years old or younger be in the weight and fitness area unless Junior Fitness certified.
- *Dress code enforced- closed-toe athletic shoes, full t-shirts, and appropriate length shorts or athletic pants must be worn at all times.*
- Bags or personal belongings may not be placed on the floor or equipment.
- Profanity, abusive language, and screaming are not permitted.
- Food is prohibited in the Weight and Fitness area.
- *Users are expected to clean all equipment with the sanitary wipes located around the facility and return the equipment to the proper location immediately after use.*
- Patrons lift at their own risk. If in doubt, please consult a Weight/Fitness staff member prior to using the equipment.
- Clips/collars on weight bars are mandatory at all times.
- Do not drop weights or dumbbells.
- Power lifting is not allowed.
- Chalk use is not permitted.
- *Patrons are asked to adhere to a 30-minute time limit for all cardio equipment during peak times. Peak times are defined as those instances when all pieces of one equipment (this is not brand specific) type are in use (e.g., treadmills).*
- This is a communal space. We expect patrons to be courteous and respectful during usage.
- Purchasing, providing or soliciting for-profit services (i.e., Personal training) within the facility is not permitted.
- No formal, informal, or organized practices are permitted without written approval from SUWC administrators.

Stretching Room

- At no time should children 15 years of age or younger be unsupervised in the stretching room unless Junior Fitness certified.
- *Dress code enforced- closed-toe athletic shoes, full t-shirts, and appropriate length shorts or athletic pants must be worn at all times.*
- *No jumping rope.*
- *Mats can be slippery on the floor- please do not stand or step on them.*
- *Users are expected to clean all equipment with the sanitary wipes located around the facility and return the equipment to the proper location immediately after use.*
- Food and opened beverages are prohibited in the stretching room.
- This is a small communal space. We expect patrons to be courteous and respectful during usage.

Track

- At no time should children 15 years of age or younger be unsupervised on the track unless Junior or Youth Fitness certified.
- *Dress code enforced- closed-toe athletic shoes*, shirts (tanks tops are acceptable) and appropriate length shorts or athletic pants must be worn at all times.*
- There are signs indicating the usage direction of the track. The direction changes daily.
- Always look both ways before entering the track.

- Walkers should use inside lane. Runners should use outside lanes.
- Groups of people working out on the track should be no more than two people wide.
- Do not stand on the track.
- *No barbells are allowed on the track.*
- *Food and opened beverages are prohibited on the track.*
- This is a communal space. We expect patrons to be courteous and respectful during usage.
- No formal, informal, or organized practices are permitted without written approval from SUWC Administrators.

Multipurpose Rooms & Hallway

- At no time should children 15 years of age or younger be loitering in the multipurpose room hallway or the multipurpose rooms (group exercise classes) unless Junior Fitness certified.
 - *Junior Fitness members are prohibited from taking red category group exercise classes.*
- *Only group exercise class participants or patrons waiting to participate in a group exercise class are permitted in the multipurpose room hallway.*
- *Students and members are prohibited to independently work out (including stretching) in the multipurpose room hallway or the multipurpose rooms.*
- *No one will be permitted into a group exercise class once the warm-up is over.*
- Food and opened drink containers are prohibited in the multipurpose rooms
- *Participants are encouraged to use a workout towel during group exercise classes. Towels are available at the Registration Desk.*
- *Dress code enforced- closed-toe athletic shoes*, shirts (tanks tops are acceptable) and appropriate length shorts or athletic pants must be worn at all times. Any participant not wearing proper attire will be asked to change in order to continue to participate.*
 - **Closed-toe shoes are required for all classes with the exception of mind/body classes. Please see our website for a complete list of mind-body classes.*
- Profanity, abusive language, screaming, or conduct deemed offensive to other members or SUWC staff, and abuse of equipment is prohibited.
- *Participants are expected to clean equipment after use and return all class equipment to its designated area.*
- *Personal belongings should be stored in a locker or cubby. Any personal items brought into the multipurpose room must be kept in a place that will not impede on others ability to participate and their safe usage of the space.*
- *Cellphones are prohibited in group exercise classes.*
- *No photography or video recording during group exercise class without prior authorization.*