
UND Wellness Center Participant Policy Manual

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Introduction

A.1 Disclaimer

The purpose of these policies is to provide guidelines for the users of the Wellness Center facility. Our goal is to create a safe and enjoyable environment for everyone. The use of the Wellness Center is a privilege, and individuals not cooperating with established policies may be asked to leave the facility and/or may have their access privileges revoked. Wellness Center staff reserves the right to make judgment and the final decision on policies not covered in this participant policy manual.

A.2 Code of Conduct

All Wellness Center users and/or activity participants agree to adhere to all UND policies, including the Code of Student Life (<https://und.edu/student-life/code-of-student-life.html>) and the following general expectations:

- Treat the Wellness Center facility, staff, and participants with dignity and respect.
- Refrain from vulgar language and offensive conduct.
- Adhere to the rules and policies included in this document and set by the Wellness Center and University of North Dakota in its facility.
- Act in a safe, responsible manner regarding self and others.
- Contact a Wellness Center staff should an accident, injury or related incident occur.
- During emergency situations, follow the direction of the Wellness Center staff.

A.3 General Information

Wellness Center Phone Number	701.777.9355 (well)
Wellness Center Email	und.wellnesscenter@und.edu
Website Address	https://und.edu/wellness

A.4 Assumption of Risk

The Wellness Center operates on an “exercise at your own risk” policy. The use of the Wellness Center facility and its programs is completely voluntary. Every individual assumes the risk for any harm or injuries sustained. Neither the University of North Dakota, nor the Wellness Center can assume any responsibilities for injuries incurred through participation in its programs and/or services in or outside the facility. It is strongly advised that participants use caution and be aware of potential health risks associated with exercise and obtain a physical from a doctor before beginning an exercise program.

All participants are required to maintain a current Waiver of Liability with the Wellness Center. Waivers must be renewed annually on or after July 31.

Access/Entrance/Exit

B.1 Facility Entrance/Exit Policy

- The Wellness Center is a controlled access facility. The Wellness Center is intended for the use of current enrolled UND students and other authorized members of the UND community.
 - Authorized members include:
 - Active Staff/Faculty, Associate, & Sponsored members/guests
 - Wellness & Health Promotion staff
- All participants must present their University ID card, Wellness Center membership card, a government issued photo ID or use the Wellness Center App to access the facility.
- ID cards are non-transferable and for the exclusive use of the person named on the card. Cards will be confiscated (involved parties subject to disciplinary action) if presented by anyone other than the rightful owner. Members and guests must identify themselves when asked by a Wellness Center team member.
- Any misuse of valid IDs and improper entry is subject to disciplinary action including immediate removal and suspension from the Wellness Center and further University discipline. Photocopies or photos of a UND photo ID are not acceptable.
- If the photo, name and/or ID number(s) are not visible on a UND card, the card is not considered valid. Cooperation in presenting proper identification is expected of all members and guests. Outside guests meeting with Wellness Center Management staff must check in at the Welcome Desk, provide a photo ID, and sign into the Visitor Guest Log before entering past the controlled access point. Exceptions only allowed upon direction from department management.
- Entry and exit of Wellness Center members/guests must always be through the designated main entrance/exit. Individuals entering or exiting through non-designated doors are subject to disciplinary action.
- Individuals must be 18 years or older to access our facility (certain exceptions apply).

Parking

C.1 Parking

The parking lot for the UND Wellness Center is a UND-zoned (A/S/H) parking lot controlled and managed by UND Parking Services. If you do not have a valid permit, Passport Mobile App and coin metered parking is available with limited to spots on the south side of the paved parking lot. City streets are another option for parking. The UND Wellness Center is **not** responsible for parking tickets issued while parked in our parking lots.

- All vehicles are **required** to have an A/S/H parking permit: Monday - Friday from 7 a.m. to 4 p.m.

- A parking permit is **not required**: Monday – Friday prior to 7 a.m., after 4 p.m., and every Saturday/Sunday.
- UND students, faculty, and staff must purchase a parking permit through UND Parking Services.
- Those without parking permits may utilize the pay-for-parking option by using the *Passport Parking* Mobile Phone App.

For more information regarding parking policies, please visit: <https://campus.und.edu/transportation/>

Passport Parking Mobile Phone App: Paid parking is available using smart phones by downloading the [Passport Parking App](#). From this app, you can select where to park and the amount of time needed. Passport Parking is available at the metered parking spots on the south end of the Wellness Center parking lot (signs are posted). The Wellness Center parking lot is "**ZONE 28001**".

Rules and Regulations

D.1 General Rules/Regulations

- Cycles, hover/skateboards/rollerblades, scooters, wheelies, or motorized devices are prohibited.
- Use of activity spaces is generally first come, first serve, unless area is closed or reserved.
- Spitting in the common areas, water fountains or activity areas such as courts, track, etc., is not permitted. Trash cans are provided in all areas for spitting.
- Personal items shall not be left or placed on the floor or on equipment. Individuals should utilize lockers or cubby storage to store items. Members are to secure valuables and must provide their own locks for day-use or rental lockers.
- Equipment, valuables, or bags will not be held/stored for participants/groups by staff at the Wellness Center. Small valuables may be stored in the free 'Lock N Go' storage stations.
- Closing announcement will be made 15 minutes prior to closing. Participants are expected to return all equipment, finish all activities, and exit the Wellness Center by closing time.
- The Wellness Center may not be used for private or commercial purposes unless such activity has been approved by the Wellness Center Director or designee. Examples of prohibited activity include, but are not limited to personal training, private instruction, sales, etc.
- Areas within the Wellness Center and equipment shall be used for intended purposes. Equipment shall be returned to its appropriate location. Weight bars, weight plates and dumbbells are intended for the weight floor surface only; they are not to be taken onto the terrazzo floor, gym space, or upstairs.
- Sparring, wrestling, martial arts throws and other intensive physical contact activities are not allowed.
- Contact and weapons-based sports (kendo, fencing, Ludo sport) are prohibited in the facility.

D.2 ADA Statement

Individuals with disabilities are encouraged to participate in all Wellness Center sponsored events. If you are a person with a disability who requires an accommodation in order to participate in a program, please contact the Wellness Center in advance at 777-9355 or und.wellnesscenter@und.edu.

Only service animals are permitted in the Wellness Center. The Americans with Disabilities Act (ADA) and ND Law (ND Century Code, Sec 25-13-02) allow service animals to accompany persons with disabilities on the UND campus. For information about the policy, contact the UND Office of Safety.

D.3 Alcohol, Drugs, and Tobacco

The Wellness Center is a substance-free facility. Possession, promotion, or use of alcoholic beverages, illegal drugs, and tobacco products is prohibited in the Wellness Center.

D.4 Attire and Footwear

Wellness & Health Promotion strives to maintain a clean, safe, and inclusive environment while honoring personal workout clothing preferences.

- Clean closed-toe, closed-heel, non-marking athletic shoes are required for all activity areas.
- Footwear may be removed if instructed by a department staff member, only in approved department staff-led program/activity.
- Clothing that covers and does not expose the chest/nipple area, groin, and buttocks through all ranges of motion, must be worn at all times.
- Jeans or zippered or metal riveted shorts or pants are prohibited in most activity areas due to the risk of ripping equipment upholstery and potential risk of injury. Permissible exceptions are noted in area specific policies.

We reserve the right to determine the acceptability of all attire. Wellness Center staff decisions concerning appropriate clothing will be final. Failure to dress properly may result in denial of use of the Wellness Center.

D.5 Cell Phones/Electronic Devices (E-Devices)

Use of cell phones or electronic video/audio capturing devices is not permitted in locker rooms or restrooms at any time. Cell phone/E-Devices in use while operating fitness equipment is a safety hazard and is discouraged. Listening to music or viewing video on a cell phone/e-device is permitted when the device is secured in a stable position. Patrons must utilize headphones/earbuds while listening to music/audio. Out of respect for others, we ask that you limit your cell phone use in public areas.

See D.14 for photography/video/audio capture.

D.6 Computer Use Policy

Individuals who use the Wellness Center resource lounge computers assume the responsibility of seeing that these resources are used in the appropriate manner. Misuse of computer facilities is considered a

violation of University policy and regulations and may also be a violation of law if data of other computer users are disturbed or the privacy rights of individuals are violated.

Members who wish to use their personal electronic devices for playing exercise videos may utilize the group exercise studio during non-class times. Studio space must be shared with others that wish to use the space. Per copyright guidelines, all workout videos (Beachbody, P90X, Insanity, etc.) are limited to be viewed by only one viewing participant. Headphones must be worn while listening to videos.

D.7 Damages

Participants utilizing the Wellness Center facility and equipment assume the liability of and agree to compensate the Wellness Center for any damage other than normal wear and tear while it is being used.

D.8 Ejection

Noncompliance with any University or Wellness Center policies is subject to ejection. When an individual is ejected from the facility for any reason, that individual is suspended from any Wellness facility and program until they have met with the Wellness Center Director or designee.

D.9 Equipment Checkout

Members may check out equipment free of charge with proper ID at the Welcome Desk or Fitness Desk.

- The equipment should be returned to the Welcome Desk or Fitness Desk before leaving the facility or before the facility closes on the day the equipment was checked out.
- The person checking out the equipment is responsible for the item(s). If the equipment is lost, damaged, or not returned, then the individual who checked it out is responsible for the costs for replacing the item. The participant cannot regain membership until charges are paid. We reserve the right to charge a student's account for replacement costs.
- General wear and tear on equipment is the responsibility of the Wellness Center.

D.10 Food and Beverages

- Food is NOT allowed at any time in any activity areas (exception: food may be allowed for special events if prior approval/arrangements are granted as part of a facility reservation).
- Water and sport drinks are allowed in activity areas and must be in a container with a closed lid. Cups with lids and straws (i.e., Big Gulp/McDonalds cup) are NOT allowed in activity areas.
- All containers are subject to substance check at any time by the Wellness Center staff.

D.12 Lost and Found

- Found items should be turned in at the Welcome Desk.
- Inquiries regarding items lost should be made at the Welcome Desk.
- Items not claimed within 14 days will be discarded or donated.

- The Wellness Center is not responsible for lost or stolen belongings.
- UND ID cards turned in as Lost and Found will be sent to UND One Stop Student Services.

D.13 Solicitation/Giveaways

No solicitation shall be conducted in or around the Wellness Center facilities or surrounding areas in proximity to entrance/exits, except by the employees of the University acting in the scope of respective agency or employment; or by established student organizations, in accordance with university policy; or by approval through facility reservation procedures.

The Wellness Center does not support the use of nutritional supplements, nor will it allow the distribution or advertisement of consumable products in or around the Wellness Center or through Wellness Center sponsored events except when required per agreements with external contracts.

Solicitation of private instruction, personal training, or any activities associated with personal gain are prohibited.

D.14 Photography/Media/Flyers

Photography

- Photography and Filming is permitted in the Wellness Center (except locker rooms/restrooms) for personal, non-commercial, and lawful use provided permission has been granted by the individual(s) being photographed.
- For the privacy of our members and guests, the taking or capturing, or recording of any and all photography, audio, or video of any kind in the locker rooms or restrooms is strictly prohibited.
- Those who seek to photograph, film, or interview individuals at Wellness Center facilities, programs, or events for commercial use, media use, or class projects, must receive prior written approval 24-hours in advance from the Director of Wellness & Health Promotion or designee prior to accessing facilities, program, or event spaces.

Posters and Flyers

- All postings external to the Wellness Center must be submitted to the Welcome Desk for approval by designated Wellness Center staff. All postings must display a phone number/email and contact name of sponsoring organization or department.
- Postings are used to promote events or resources primarily targeting the student community.
- 1 posting will be accepted per group. Preferred size is 8.5 x 11. Posting must not be handmade.
- There is no cost for posting items in the Wellness Center. Wellness Center will not print items.
- Specific political endorsements are not allowed.
- Personal/Commercial businesses promoting products or services will not be allowed.
- Offensive or suggestive language/design will not be allowed
- Suggestion of activities where alcohol or other drugs will be present are not allowed.

- All posted material must contain a date stamp/approval from the Wellness Center designees.
- The Wellness Center determines the posting location(s) within the facility.
- The Wellness Center is not responsible for any damage to posted material.
- The posting of flyers will be done by the Wellness Center staff.
- Wellness Center has discretion for removal of all materials. Posted materials will be discarded.
- Promotional material that is found displayed without proper approval will be removed by staff.

Digital Signs

- The Digital Signs within the facility are for internal use only.

D.15 Towel Policy

Blue Cleaning Towels – Blue cleaning towels are provided throughout the facility and are designated for cleaning only. Please use only one towel for your workout to clean your equipment. Spray the towel directly and leave the spray bottles with the cart. Do not spray equipment or machines with the spray bottles. Return the towels to the towel carts to be laundered.

D.16 Wellness Center Refund Policy

Members may request a refund of Wellness Center service or program fee by completing a refund request form at the Welcome Desk.

All refund requests will be reviewed against refund policies and approved by the area supervisor where the service is being provided. Members not completing the refund process within 30 days of approval will forfeit the refund.

If refund is approved, the following refund processing will occur:

- Credit card: Refunds are required to be processed to the card used to make the initial purchase.
- Check: Refunds will be processed through UND Accounts Payable, and a check will be mailed to the member.

Participants requesting to cancel their registration for a Wellness Center class must be done 48 hours prior to the first initial class will receive a full refund. If cancellation occurs less than 48 hours prior to the first class, the area supervisor will determine how much of the fee, if any, will be refunded.

Refunds for Intramurals and Personal Training are subject to their respective refund policies. Other policies exist for Membership Refund/Cancellations.

Area Specific Policies

E.1 Cardio Deck

- Participants must wipe down the machine, including the seat and hand rails prior to using equipment and when finished. Disinfectant and blue cleaning towels are provided.

- Please limit workouts to 40 minutes on a piece of equipment during busy times.

E.2 Running Track

- Non-marking athletic shoes are appropriate for the track. No boots, heels, or spikes.
- Jeans or zippered or metal riveted shorts or pants are permitted on the track only.
- The track direction changes daily. Check signs before entering track lane and look both ways before crossing the track. Members must give the right of way to track users before crossing.
 - Inside Lane = Walk Middle Lane = Walk/Jog Outside Lane = Run
- Track is limited to walking, jogging or running only. No dumbbells, barbells, kettlebells, lunges, calisthenics, etc. are permitted on the track. Stretching and warm-up exercises are to occur in the designated areas.
- The track is not an observation area; no one is allowed to stand on or block any lanes of the track at any time.

E.3 Main Gymnasium

- Non-marking athletic shoes only.
- No dunking or hanging on rims or net.
- Do not kick balls or equipment. Repeated issues will result in equipment check-out privileges being revoked.
- Volleyball and badminton nets and standards will be set up and taken down by the Wellness Center staff only.
- Weights, barbells, battle ropes and other fitness equipment are not allowed.
- Use of informal activity spaces, when not scheduled/reserved, is first come, first serve.

E4 Multi Activity Court (MAC)

- Non-marking athletic shoes only.
- No intentional kicking or throwing of equipment towards the ceiling or windows.
- All nets and equipment will be set up and taken down by the Wellness Center staff only.
- The use of rollerblades and unicycles are allowed in the Multi Activity Court.
- Use of informal activity spaces, when not scheduled/reserved, is first come, first serve.

E.5 Fitness Floor (Weight Area)

- Free weights must be restacked, and barbells/dumbbells must be returned to the racks after use. Do not place free weights near or against mirrors. Ask a Fitness Service Associate for assistance if necessary.

- Use spotters when necessary. Fitness Service Associates are allowed to spot only if and when capable and comfortable with the weight being attempted. At no time will a staff member compromise safety to self or others, and as such has the right to refuse service if necessary.
- Slamming, dropping, or clanking of the weights will not be tolerated. To ensure the safety of all members and preserve the equipment and facility, please choose an appropriate weight that will prevent you from slamming, dropping, or clanking of the weights.
- Weight belts and/or other accessories can be checked out at the Fitness Desk with an ID card.
- Do not occupy a select weight station for more than 10 minutes. Limit circuit workouts to Circuit Deck or at slower times of the day. Allowing others to alternate sets is encouraged.
- Participants must wipe down the machine, including the seat and handrails prior to using equipment and when finished. Disinfectant and blue cleaning towels are provided on the fitness floor. Please spray the towel and not the machine/equipment.
- No chalk is allowed on the weight floor.
- Most Olympic & Powerlifting style weightlifting is NOT allowed in the Wellness Center due to user safety concerns. All acceptable lifts must be handled with control and performed in the power racks. The only acceptable lifts are:
 - Front Squat
 - Full Squat
 - Overhead Squat
 - Jump Shrug
 - Shrug
 - Hang Pulls
 - Deadlift
 - Bench Press
- Only deadlifts are permitted on the raised platform.

E.6 Group Exercise (GX) Studios

- Room is available for personal use when classes are not held.
- Non-marking athletic and dance appropriate shoes only. Shoes must be worn at all times, unless participating in a Wellness Center Instructor-led Yoga or Barre Classes where bare feet are permitted.
- Group Exercise classes are first come, first serve. Online pre-registration is encouraged to reserve your spot.
- Members who repeatedly “No Show” to a pre-registered class are subject to consequences that could result in loss of group exercise privileges.
- Arrive prior to the start of the class. The GX Class will be closed 5 minutes after the session begins, no entry allowed.
- If there are not enough participants to hold a class (less than 2 participants after 5 minutes of the start of the class), the class will be cancelled for the day.
- Class sizes will be limited based on class format type due to space limitations
- Equipment provided in a group exercise class (hand weights, mats, medicine balls, etc.) may not be taken out of the room in which the class is being held.

- Equipment within the closets of the GX Studio is limited to classes or personal training sessions only.

E.7 Rock Wall

- Only staff and approved, belay-trained participants are permitted to belay climbers.
- Belay Trainings are to be renewed annually at the beginning of the Fall Semester regardless of when the initial training was completed.
- All climbers must check in with the climbing wall staff before climbing. The wall is to be used only when staff-supervised.
- Shoes are required for climbing. Sandals, “toe shoes”, socks, and bare feet are not acceptable. Shirts must be worn at all times.
- Jeans are permitted to climb the wall
- Loose clothing and jewelry must be removed before climbing and belaying.
- Observers, non-climbers and personal gear should not interfere with the safety of climbers.
- Only Rock Wall staff or approved trained personnel under the direction of Rock Wall staff are allowed to alter or set climbing routes
- Climb within your limits.
- Bouldering is only permitted to the red dashed line on the wall.
- Loose chalk is provided by the climbing staff and should remain in the climbing wall area. Participants may bring in their own chalk, but it must remain in the climbing wall area.
- Harnesses and shoes are available for checkout from Rock Wall Staff.

E.8 Cycling Studio

- Room is available for use only when a staff member is present.
- Group Exercise classes are first come, first serve. Online pre-registration is encouraged to reserve your spot.
- Members who repeatedly “No Show” to a pre-registered class are subject to consequences that could result in loss of group exercise privileges.
- Please wipe down the machine, including your seat and hand rails when you are finished. Towels and disinfectant wipes are provided inside the Cycling Studio.
- Arrive prior to the start of the class. The Cycling Studio will be closed 5 minutes after the session begins, no entry allowed.
- If there are not enough participants to hold a class (less than 2 participants after 5 minutes of the start of the class), the class will be cancelled for the day.

E.9 Culinary Corner Demonstration Kitchen

- Room is available for use only when a staff member is present.
- For fee-based classes, payment is required before the start of the class and can be processed at the Wellness Center Welcome Desk or online.

E.10 Esports Nexus

- Room is available for use only when a staff member is present.
- Gaming center is open to all active Wellness Center members.
- Users of the Esports Nexus and Esports program participants must comply at all times with any Nexus staff directives and all other Wellness & Health Promotion, university, state, and federal policies, including the technology use policy (no installation of programs on computers, etc.).
- Nexus PC's are to be used for gaming purposes only.
- Food is not allowed within the Nexus, and beverages must be in a sealed, leak-proof container.
- Bags and personal belongings must be stored either in a locker or under the desk at all times.
- Personal gear, including peripherals, backpacks, etc. must not show discriminatory or profane decals.
- All Nexus peripherals, hardware, furniture, etc. is not to be removed from the Nexus
- Gaming sessions will be capped at 90 minutes if there are others waiting to use the PCs.
- No Toxicity allowed! All participants must adhere to both UND and Wellness Center Codes of Conduct.
- Upon completion of a session, users are expected to clean up their area, including wiping off peripherals using the cleaning materials provided.
- No new users will be admitted and no new games should be started with less than 30 minutes left in the Nexus hours of operation/reservation time.
- Make sure that you log off of your game accounts before leaving.

E.11 Circuit Deck

- Weight Machines are intended to be used as a circuit and should not be monopolized by users. Participants may join circuit at any time by utilizing an unused machine. When signaled, participants will move to the next machine in a counter-clockwise direction.
- Follow the light indications
 - Green – perform exercises (60 seconds);
 - Red – Rotate to and set up next machine (30 seconds)
- Know your limits. Do not lift beyond your capabilities
- Slamming or clanking of the weights will not be tolerated. In order to preserve the equipment, facility, and ensure the safety of all members, please choose an appropriate weight that will prevent you from slamming or clanking the weights.
- Immediately report any facility/equipment irregularity to a member of the Wellness Center staff at one of our service desks.

- Participants must wipe down the machine, including the seat and hand rails prior to using equipment and when finished. Disinfectant and blue cleaning towels are provided in the Circuit Deck. Please spray the towel and not the machine/equipment.

E.12 Quiet Lounge

- The quiet lounge is intended for meditation, prayer, relaxation, mindfulness activities, and quiet studying.
- Group studying is not permitted in the quiet lounge. The Resource Lounge and classrooms can be utilized for group work if available.
- Exercise equipment is not permitted in the quiet lounge.

E.13 Heavy Bag/Speed Bag

- Hanging or swinging from the bags is not permitted.
- Shoes must be worn at all times
- Sparring, wrestling, martial arts throws and other intensive physical contact activities are not allowed.
- Shadow boxing is allowed as long as there is no physical contact.
- Feet and hands must be covered when striking bags
- Gloves are available for check out at the Fitness Desk with valid ID

E.14 Sled Area

- Only operate the sled in the designated area marked by the floor tape.
- Unload the sled after each use
- Rerack the weights onto the provided weight tree.
- Be aware of your surroundings
- Do not overload sled/know your limits
- Shoes must be worn at all times.
- Wipe down sled after each use

E.15 Outdoor Courts

- Wellness & Health Promotion events, approved activities and use by the UND community take priority. Direct reservation inquires to 701.777.WELL (9355) or UND.wellnesscenter@UND.edu
- Please report injuries, or any broken, missing, or dangerous equipment or surfaces to the Wellness Center as soon as possible.

- Please secure all personal items. UND is not responsible for any lost or stolen items.
- Glass containers are prohibited.
- Roller blades, skateboards, bicycles, or other vehicles prohibited on the courts.
- No dunking on the basketball hoops.
- Users must wear appropriate recreational shoes.
- Foul language, alcohol and tobacco are prohibited.
- An adult must always accompany children under the age of 18 .
- Equipment may not be placed on or removed from the courts without advance approval from the Wellness Center.
- Pick up after yourself, trash included.
- Pets are not allowed on the courts or in the perimeter area.
- The courts close at dark.
- Outdoor basketballs, volleyballs and tennis equipment are available for check out to Wellness Center members at the Wellness Center Welcome Desk (UND ID required).
- If you believe you have lost something near the court, please check at The Wellness Center or University Police.

E.16 Locker Rooms (restroom/shower/changing areas) & Restrooms

- In alignment with [North Dakota Century Code 15-10-68](#), restrooms or locker rooms (restroom/shower/changing areas) exclusively for males or exclusively for females may only be used by members of that sex.
- The Wellness Center has 1 male and 1 female locker room (restroom/shower/changing areas) exclusively for use of members of the male sex and exclusively for use of members of the female sex.
- The Wellness Center has 2 individual gender-neutral locker (restroom/shower/changing areas) rooms available to accommodate use by members of any sex or gender.
- The Wellness Center has restrooms located on the 2nd floor exclusively for males or exclusively for females may only be used by members of that sex.
- Use of cell phones is not permitted in locker rooms or restrooms.
- All members have an expectation of privacy. Cell phones may not be used for photos, videos, or as recording devices unless approval has been granted by the Director or staff designee.
- Rental lockers and day-use lockers are labeled within each respective locker room.
- Half- and full-size lockers will be available to rent on a first-come, first-serve basis for all members. Lockers may be renewed the month of expiration, no sooner.
- If not renewed before current rental period ends, the lockers will become available for rental. Locker contents will be removed and stored at the Welcome Desk for two weeks. If the

contents are not picked up after two weeks, the contents will be donated to charity. No compensation to the locker owner will be given if the items have been donated to charity.

- Locker sales will be prorated.
- Locks are not provided; renters must provide their own lock to secure their rented locker.
- Locks that are not removed by the end of the night on day-use (non-rental) lockers will be removed, and the contents found in the locker will be handled as lost and found.

Membership

F.1 Student Memberships

Fee-Paying Student Membership

Eligibility for free membership activation:

- Currently enrolled student, paying mandatory student fees for the given semester.
- Fusion system will verify enrollment.

The Fusion system will verify when eligibility is met, by importing records from campus connection. Membership is activated only during the given semester of enrollment (fall, spring, or summer) after a waiver of liability has been signed.

Enrolled Fee-Paying UND students who are under 18 years of age, are an exception for use of the Wellness Center provided a liability waiver is signed by a parent.

Some course registrations do not include the mandatory student fees and thus course enrollment does not guarantee qualification for a Fee-Paying Student Membership. Examples of coursework not requiring payment of the mandatory fees include correspondence courses, continuing enrollment credits, some graduate courses, courses on waivers, some aviation courses, and audits.

Non-Fee-Paying Student Membership

Eligibility to purchase a student discounted membership:

- Currently enrolled student, not paying mandatory student fees with course enrollment.
- Or
- Non-enrolled student or student taking the semester off with proof of enrollment in prior or following semester.

Non-Fee-Paying Student Membership – Incoming First-Year or Transfer Student

Eligibility to purchase a student discounted membership:

- Incoming first-year or transfer student who desires membership prior to start of first semester.
- Any student attending UND for the first time will be eligible for membership after providing documentation with either a letter of acceptance or through a printed class list showing enrollment in classes for the upcoming semester.
- Requires a UND ID Card.

F.2 UND Faculty/Staff Memberships

Eligibility to purchase a UND faculty and staff membership:

- Must be 18 years of age or older.
- Must currently be an employee (faculty or staff) of the University of North Dakota.
- Retired Faculty or Staff with a UND Employee ID Card.

F.3 Associate (affiliate) Memberships

Eligibility to purchase a UND Associate (affiliate) membership:

- Must be 18 years of age or older.
- Must show proof of employment at a Wellness Center approved UND affiliate organization (see list below).
 - UND Alumni
 - Airport Security
 - Altru Residents Program (for any medical resident student in the program)
 - Campus Ministries, which include Christus Rex, Wittenberg Chapel, St. Thomas Aquinas Newman Center, FOCUS, and United Campus Ministry
 - Center for Community Engagement – VISTA Members
 - Center for Innovation Foundation
 - Center for Innovation tenants
 - Law School Foundation
 - Human Nutrition Research Center
 - INMED Summer College Programs
 - North Dakota University System (NDUS)
 - Ralph Engelstad Arena (RE Arena Inc., UND Arena Services, Arena Holdings Charitable LLC & Affiliates)
 - UND Alumni Association & Foundation
 - UND Aerospace Foundation (UNDAF)

Requests to become a recognized associate group should be directed to the Assistant Director of Business Operations and/or the Member Services Coordinator.

F.4 Sponsored Memberships/Guest Passes

All current eligible Student, Faculty/Staff, and Associate members of the Wellness Center may sponsor up to any (2) 18+ adults, with no UND affiliation, to purchase a Sponsored Membership or single day-use Guest Pass.

- Sponsored membership holders are not eligible to sponsor others to purchase a membership or guest pass.
- To purchase or renew a sponsored membership, both the current member and sponsored person must always be present at the point of sale.

- Verification of association shall be provided upon request.

Guest Passes

Current Wellness Center Student, Faculty/Staff, and Associate members are eligible to bring guests into the facility under the following policies:

- Only current Student, Faculty/Staff, and Associate membership holders can sponsor up to (2) guests per day.
- Sponsored membership holders are not eligible to bring guests into the facility.
- The guest must be 18 years or older.
- The active sponsor (Wellness Center member) must present a valid Wellness Center or UND ID Card, and the guest must present a valid government issued photo ID.
- To purchase a guest pass, both the current member and sponsored member must be present.
- Wellness Center employees cannot sponsor a guest during their scheduled work shift.
- Guest passes must be purchased for a daily fee per guest.
- The sponsoring Wellness Center member is responsible for their guests at all times while in the facility.
- Admittance of guest(s) is at the discretion of the Wellness Center staff to ensure the availability of equipment and facilities to UND students and Wellness Center members. Guest(s) will not be permitted if it may negatively impact the safety or quality of services provided.
- Both sponsor and guest(s) must complete the appropriate forms to be permitted entry.
- Individuals who wish to enter our facility as a spectator for Wellness Center events (not participating in any activities), must still abide by our guest policy and purchase a guest pass, with a sponsoring member.

F.5 Payment

Memberships may be purchased during hours of operation at the Welcome Desk. The Wellness Center is cash-free but accepts payments by credit card (Visa, MasterCard and Discover) or phone tap payments (Apple pay or Google pay). The Wellness Center does not currently accept new payroll deductions.

F.6 Cancellations

Members of the Wellness Center, except UND Fee-Paying Students, are eligible to cancel their semester or annual memberships with a 15-day notice. Day or month passes are not eligible for cancellation.

- All cancellations must be requested by completing the Cancellation Request Form.
- Cancellations, if approved, will be initiated 15 days after submitted request.
- Wellness Center memberships and locker rentals will be refunded based on a prorated amount.
- All Wellness Center account balances are due at the time of cancellation.
- Requests for refunds that are retroactive are not accepted.
- Full refunds may be considered due to medical circumstances, with proof of instance.

All payroll deduction members must adhere to all cancellation policies as well as submit the payroll deduction authorization form indicating cancellation.

F.7 Conflicts

Conflicts regarding membership status, refund, cancellation, requests shall be referred to the Assistant Director of Business Operations and/or the Member Services Coordinator. Decisions may be appealed to the Director.