

CLAYTON STATE UNIVERSITY

SAC FITNESS CENTER

Membership Plans & Policies

Memberships

The Fitness Center has only limited membership available to the general public. Membership information is available at the Front Reception Desk located in the lobby level and on the Web under "Memberships". Currently enrolled Clayton State University students have automatic membership through their student activity fee. Faculty, staff, and Clayton State University graduates (alumni)* may join for a fee payable on a monthly, semester or annual basis. All members must present a valid Clayton State University Laker card, Fitness Center card (forthcoming), or issued guest pass in order to use the facilities. These policies are in place for your safety and the safety of all the students at Clayton State University. Each member must sign the required fitness center forms and return them to the reception desk.

Your membership also includes traditional group exercise classes. These classes are available on a first come, first served basis and will be limited by available space. Additional information will be provided with registration. Specialty classes, when offered, will cost a fee. We reserve the right to charge for any and all group exercise classes in the future should budgetary circumstances require it.

**** Alumni – rules and conditions apply. Please see the Alumni Membership section for details.***

Health Screening Disclaimer

All individuals are encouraged to have a physical exam from a licensed medical professional prior to beginning, or re-starting an exercise program. Additionally, the American College of Sports Medicine recommendations and guidelines recommend a medical clearance for men over 45, women over 55 and individuals of any age who have two or more of the following risk factors: diagnosed hypertension, blood pressure of 140/90 or greater, total cholesterol greater than 200mg/dl or HDL of 35mg/dl or lower, smoke cigarettes, impaired fasting glucose, obesity, a family history of heart disease or a sedentary lifestyle. Medical clearance is also strongly recommended for persons with cardiovascular, pulmonary or metabolic disease.

For your information and convenience, you may schedule an appointment to see a medical professional at the University Health Center and have him / her sign the release form. This option is limited to currently enrolled students and employees. While students do not pay a fee, a small health fee is charged to employees, which will cover unlimited office visits for the entire semester.

Forms

All members **MUST** complete the following forms prior to using any part of the fitness facility. This includes:

- Biographical, Data Information Sheet & Emergency Contact information
- Privacy Form
- PAR-Q Form (Physical Activity Readiness Questionnaire)
- Age 70+ Form (for those age 70 and older)
- Release of Liability, Waiver & Covenant Not to Sue
- Fitness Center Rules

Equipment Orientation - Optional

All members may request and schedule an equipment orientation as a part of their membership to insure his/her understanding of how to use the fitness equipment. Orientations are conducted by student assistants.

Optional Full-Assessment & Individual Exercise Plan Package

All participants may purchase a full assessment and individual exercise plan for a fee. This exercise plan package is strongly recommended for those who have been inactive for a period of six months or longer or, who have a chronic health condition or recent medical condition or, who have never lifted weights or engaged in a structured exercise program.

This one-on-one session includes a review of health history, measurement of blood pressure and heart rate, calculation of the target training zone, body weight measurement and Body Mass Index (BMI) determination, body fat assessment, flexibility assessment, and a strength assessment. An individualized orientation to the weight machines is provided as well as an individualized exercise program. This program also includes three scheduled follow-up sessions so that you will feel more comfortable with your new program. For more information or to schedule an appointment, please call (678) 466-4975.

Remember to dress in a Full T-shirt, shorts and tennis shoes when you come for your assessment. We reserve the right to refuse, modify or post-pone certain portions of the assessment pending receipt of a signed medical clearance from your physician or other licensed medical professional. You do have the option to refuse this recommendation provided you sign the declination form.

Payment Information

- **Payment Schedule** – The initial payments is due at your first visit to the SAC Fitness Center. Subsequent payments are due at the first of each month. Payroll Deduction is available for employees and is highly recommended for all employees / retirees. We accept check, major credit card or cash (exact change please).
- **Payroll Deduction Form** - The SAC Fitness Center Payroll Deduction form is available on the Office of Human Resources web site under the “Forms Library”.
- **Prorating** – Members who join after the 15th of the month will have the remainder of the month prorated provided the next month is also paid in full.
- **Refunds** - Those selecting a semester or yearly membership option have a right to a refund within 3 days of initial payment; otherwise there are **NO REFUNDS**.
- **Freezing Memberships** - Those selecting a yearly membership have the option to freeze their membership for up to three consecutive months maximum without incurring a loss of active membership. This request must be made to the Director of Recreation & Wellness in writing or by email, no less the five (5) business days before the requested freeze date. Only full months will be honored (1st through the 30th) no smaller increments are permitted.
- **Unused Membership Months** – Unused weeks / months may **NOT** be applied toward future month(s). The missed time is forfeited.
- **Adding People to Plan** – Adding members is permitted. We will calculate the difference between the two plans and that amount will be due (and will be prorated if applicable). Further renewal of membership will be made on the appropriate plan, (e.g., companion plan or family plan).
- **Other information** - Combining plans is not permissible. All plans subject to modification without advanced notice.

Memberships Plans – New Memberships Added September 1, 2009

Plans >>>>	Student Companion	Employee / Retiree *	Alumni	SB Community Grandfather (Closed)	Laker Community Membership	Tennis Only **
Individual						
Monthly	x	\$30	\$35	\$45	\$55	\$30
By Semester	x	\$100	\$130	\$160	\$190	\$100
Per Year	x	\$275	\$325	\$400	\$500	\$275
Companion - Two people, same household						
Monthly	\$25	\$60	\$65	\$70	\$80	\$55
By Semester	\$100	\$200	\$225	\$275	\$350	\$190
Per Year	x	\$500	\$550	\$600	\$800	\$470
Family - Per Person Rate in Addition to Companion Plan						
Monthly	\$15	\$15	\$17	\$19	\$20	\$15
By Semester	\$35	\$35	\$40	\$45	\$50	\$20
Per Year	x	\$75	\$80	\$85	\$90	\$50
* Payroll deduction available.						
** Excludes students, employees, and retirees.						

Payment Options – We accept major credit cards, check, or cash.

Employee Payroll Deduction

A monthly **Payroll Deduction Program** is available through the Office of Human Resources. To participate in the payroll deduction program, an employee must commit to an entire semester or one year. Any employee wishing to pay on a monthly basis (non-payroll deduction) will be required to pay on the first of each month at the reception desk. The payroll deduction form is to be submitted to the Department of Recreation & Wellness for processing.

Implementing Payroll Deduction

In order for the Fitness Center to collect your membership payment by the first of the current month, the payroll department will deduct your membership dues the month prior. For example, in order to pay “on-time” for the month of October, your paycheck will be debited in September. Therefore, if you are joining the Fitness Center after the payroll department has run its biweekly or monthly payroll, you may be asked to make your first month’s payment directly to the Fitness Center; this will allow adequate period of time for the payroll deduction to implement your payroll deduction. However, our office will make every effort to communicate with the Office of Human Resources to accurately deduct the amount due from payroll deduction.

Terminating Payroll Deduction

It is the employee’s responsibility to terminate their payroll deduction by submitting another “Payroll Deduction” form and checking the “termination” box. The employee understands that:

1. This form is to be submitted to the Director of Recreation & Wellness for processing and,
2. there is a one-month penalty for early termination of a multi-month membership and,
3. depending upon when you submit the form, it may be AFTER payroll has been processed. You will NOT receive a refund.

Membership Descriptions & Definitions

- **Spouses / Domestic Partners** of current students, employees, or graduates may join the Fitness Center. Memberships may be paid by credit card, check or exact change. The employee member may add the cost of the spouse / domestic partner membership to their current payroll deduction if they are currently using the payroll deduction system.
- **Membership Categories** – Student, Employee / Retiree, Alumni, Grandfathered SmartBodies Members.
- **Length of Membership** - Membership plans include the option to pay for one year, by semester, or by the month.

The **Semester Payment Plan** includes the following schedule:

Fall Semester - September 1 – December 24 (31st)

Spring Semester - Jan 2 – April 30

Summer Semester - May 1 – August 31

Notes:

- The enrollment for the semester plan closes after the 15th of the first month in semester (September, January, and May). Therefore, only the monthly or annual option remains.
 - The facility will close or operate on a limited schedule between breaks in order to perform routine repairs, maintenance, inspections, and cleaning, i.e.) re-surfacing the gym floors.
- **Types of Memberships** - plans include rates for individuals, companions, and family. A companion or domestic partner is an individual living in the same household with verifiable documentation of the same address. Family members are defined as an **immediate family member**, age 16 or older, such as mother, father, sister, brother, son, or daughter living in the same household.

Clayton State University Affiliated Memberships

Student Membership

Currently enrolled students who have paid the semester Student Activity Center fee are automatically recreation center members. Full, unrestricted access to the facility is permitted. Additional fees may be required for special programs including but not limited to, specialty classes, outdoor recreation, intramural sports, and off-site recreational activities. Advanced scheduling of space may be required in some cases.

Companion Plan

Enrolled students may invite one immediate family member (age 16 or older) to join the fitness facility. If a student is NOT currently enrolled for the term, a companion is NOT permitted to join the facility. The monthly and semester options are permitted. No annual membership is available. A companion or domestic partner is an individual living in the same household with verifiable documentation of the same address.

Family Plan

Additional immediate family members of currently enrolled students are eligible to join at a per person rate, per year / semester, or month. The per person add-on is added to the Companion Plan rate. If a student is NOT currently enrolled, a companion is NOT permitted to join the facility. The monthly and semester options are permitted. No annual membership is available. A family member is an individual living in the same household with verifiable documentation of the same address.

Not Currently Enrolled Student Membership

To qualify for this plan, a Clayton State University student must have been enrolled the semester immediately prior and must pay the same semester rate as currently enrolled students. A student who has "stopped-out" for two consecutive semesters or more is not eligible to join the fitness center. A student who has obtained an associate's degree or a bachelor's degree from Clayton State is not eligible for this plan; however, is eligible for the Alumni Plan. The semester plan is the only length of membership permitted in this category. Additional fees may be required for special programs including but not limited to, specialty classes, outdoor recreation, intramural sports, and off-site recreational activities. Advanced scheduling of space may be required in some cases.

Companion Plan

Not Currently Enrolled students may invite one immediate family member (age 16 or older) to join the fitness facility at the Student Companion Rate per semester (only). If a student is NOT currently enrolled for the term, a companion is NOT

permitted to join the facility. A companion or domestic partner is an individual living in the same household with verifiable documentation of the same address.

Family Plan

Additional immediate family members are eligible to join at a per person rate per semester (only). If a student is NOT currently enrolled for the term, a companion is NOT permitted to join the facility. The per person add-on is added to the Student Companion Plan rate.

Full-Time Employee / Retiree

Individual Plan

Clayton State University employees are eligible to purchase a Fitness Center membership. Employees may be required to pay an additional fee for special programs or services including, but not limited to specialized group exercise classes i.e.) Pilates, outdoor adventure programs, intramural sports, and off-site recreational activities.

New staff / faculty members hired in the month of August are allowed to use the Fitness Center for the month of August (starting in 2009) at no charge. Please contact the Director of Recreation & Wellness at (678) 466-4974 for authorization and instructions. Certain terms and conditions may apply.

Companion Plan

The employee must be a member in order for a companion to qualify for this plan. Spouses / partners / immediate family members of students and employees are eligible to purchase a Fitness Center membership at the same rate as full-time employees. The combined membership dues for the employee and the companion are listed in the membership chart. A spouse or partner must live at the same residence. Immediate family members are defined as mother, father, sister, brother, son, or daughter living in the same household and who is at least 16 years of age.

Those wishing to pay on a monthly basis (non-payroll deduction) will be required to pay on the first of each month at the SAC Fitness Center reception desk. Additional fees may be required for special programs or services including, but not limited to group exercise classes, outdoor adventure programs, intramural sports, and off-site recreational activities.

Family Plan

Additional immediate family members of employees are eligible to join at a per person rate, per year / semester, or month. The per-person add-on is added to the Companion Plan rate.

For example: 3 people = \$235 (\$200 for two people + \$35 for the third person) per semester.

For example: 4 people = \$270 (\$200 for two people + \$35 for the third person + \$35 for the fourth person) per semester.

All qualifiers for the companion plan still apply. These prices are subject to change. Please refer to the chart for the most up-to-date pricing, information, and terms.

Temporary Employee

Individual Plan

An employee who is hired on a temporary / casual labor basis through Clayton State University is eligible to join the Fitness Center at the same rate as regular employees.

Companion Plan

Spouses / partners / immediate family members of temporary employees are eligible to purchase a Fitness Center membership at the same rate as regular employees. The combined membership dues for the employee and the companion are listed in the membership chart. A spouse or partner must live at the same residence. Immediate family members are defined as mother, father, sister, brother, son, or daughter living in the same household and who is at least 16 years of age.

Additional fees may be required for special programs or services including, but not limited to group exercise classes, outdoor adventure programs, intramural sports, and off-site recreational activities.

Family Plan

Additional immediate family members of temporary employees are eligible to join at a per person rate, per year / semester, or month. The per-person add-on is added to the Companion Plan rate.

Alumni

2007-2008 Alumni

Any student who paid the SAC fee for the 2007-2008 academic year and who graduated from Clayton State University during the fall 07 (Dec 2007), spring 08 (May 2008), summer 08 (August 2008), will receive a free membership for the 2008-2009 academic year only. **This privilege ended AUGUST 1, 2009.** Alumni who wish to continue their membership will be required to join the CSU Alumni Association for \$35 annually to qualify for the SAC Fitness Center alumni rate.

Alumni Graduating AFTER August 2008

To qualify, you must: 1) have graduated with a two-year, four-year, or graduate degree from Clayton State University, and 2) be an active member of the Alumni Association which costs \$35 annually. Otherwise, membership pricing defaults to the "SmartBodies Grandfather Community Rate".

Individual Plan

Clayton State University Alumni are eligible to purchase a Fitness Center membership.

Companion Plan

An alumnus may invite one immediate family member (age 16 or older) to join the fitness facility. A companion or domestic partner is an individual living in the same household with verifiable documentation of the same address.

Family Plan

Additional immediate family members of alumni are eligible to join at a per person rate, per year, per semester, or month. The per-person add-on is added to the Companion Plan rate.

Laker Community Memberships

This new (September 2009) membership plan is currently has a limited membership of 100 individuals and is open to members of the general community. The minimum age is 16. Additional fees may be required for special programs or services including, but not limited to group exercise classes, outdoor adventure programs, and off-site recreational activities. The membership dues are listed in the membership chart.

Individual Plan

An individual community member is eligible to purchase a Fitness Center membership.

Companion Plan

Two people who reside in the same household and meet the minimum age requirement may join the SAC Fitness Center. Proof of residence is required. A spouse or partner must live at the same residence. Immediate family members are defined as mother, father, sister, brother, son, or daughter living in the same household and who is at least 16 years of age.

Family Plan

Additional immediate family members are eligible to join at a per person rate, per year / semester, or month. The per-person add-on is added to the Companion Plan rate.

For example: 3 people = \$400 (\$350 for two people + \$50 for the third person) per semester.

For example: 4 people = \$450 (\$350 for two people + \$50 for the third person + \$50 for the fourth person) per semester.

All qualifiers for the companion plan still apply. These prices are subject to change. Please refer to the chart for the most up-to-date pricing, information, and terms.

Tennis ONLY Memberships

This new (September 2009) membership plan is open to members of the general community and Alumni. Students and Employees are excluded. This category allows use of the tennis courts and locker rooms only. No use of the Fitness Center is permitted. The membership dues are listed in the membership chart. The minimum age is 16.

Individual Plan

An individual community or alumni member is eligible to purchase a Tennis membership.

Companion Plan

Two people who reside in the same household and meet the minimum age requirement may purchase a Tennis membership. Proof of residence is required. A spouse or partner must live at the same residence. Immediate family members are defined as mother, father, sister, brother, son, or daughter living in the same household.

Family Plan

Additional immediate family members are eligible to join at a per person rate, per year / semester, or month. The per-person add-on is added to the Companion Plan rate.

For example: 3 people = \$210 (\$190 for two people + \$20 for the third person) per semester.

For example: 4 people = \$230 (\$190 for two people + \$20 for the third person + \$20 for the fourth person) per semester.

All qualifiers for the companion plan still apply. These prices are subject to change. Please refer to the chart for the most up-to-date pricing, information, and terms.

Grandfathered SmartBodies & Corporate Memberships

As a point of information, this limited-time offer was presented to individuals of SmartBodies Fitness & Wellness Center members who were members as of July 2008. ***This offer is no longer available.*** Rates shall remain posted on the membership chart.

Loss of Membership Privileges

A membership may be revoked for a variety of reasons. Clayton State University reserves the right to change or update this list as needed. The following is not an all inclusive list.

1. Failure to follow recreation center policies including poor conduct / behavior issues
2. Double swiping of Laker ID card
3. Entering / Exiting the SAC Fitness Center from an illegal entrance
4. Using another individual's ID card to enter facility or giving your ID to someone else to use
5. Propping doors open using yourself or use of a foreign object

Failure to comply with policies may result in loss of privileges without reimbursement or waiver of the fee paid. Admission to the Fitness Center is a privilege, not a right, and Clayton State University reserves the right to remove and / or ban members and guests from the Fitness Center and / or the Student Activity Center if, in the University's sole discretion, such members or guests are disruptive or believed to have violated University policies.

The Front Desk Staff have the authority to enforce all of the policies for the Student Activity Center and the University while you are in the Student Activity Center. Failure to listen to them or adhere to what they say will result in you being asked to leave the facility, may result in Public Safety being contacted, and may result in the filing of charges with the University's Office of Student Conduct.

Guest policy

Current members are allowed to bring one guest (age 16 or older and who is not a Clayton State University student, faculty / staff member) per day, at a cost of \$5 per day. Members must be present with their guest for the duration of the visit. A guest is not permitted without the member also being present. Guests may not check out equipment; however, members may check out and are responsible for equipment used by guests. Members will be held accountable for the conduct and / or damages as a result of the sponsored guests. Students who are participating in intramural games in the gym who wish to have their guests at the game must register their guests at the SAC front desk prior to the game. This is only for intramural games; no

guest may utilize any part of the recreation facility without paying the mandatory guest fee.

SAC Fitness Center Rental Policy

The areas available for renting within the Fitness Center include the Gymnasium (court 1 & 2) and the large group exercise studio (B). Individuals interested in renting should contact the Director of Recreation & Wellness at (678) 466-4974. Options for renting include hourly, half-day, and full-day; certain rules and restrictions apply.