

### Policies Pertaining to the Allen Center Fitness Facilities and Programs

- **Access to Allen Center Programs**--Membership is required for the Cardio Center and Holistic Health programs. The Cardio Center membership categories include UWSP, ESL, MSTC students, UWSP Faculty/Staff, UWSP Faculty/Staff Retirees, UWSP Graduates, and Guests (spouses/ partners/adult children of members). Holistic Health membership categories include UWSP, ESL, MSTC students, UWSP Faculty/Staff, and Community. Non-members may purchase a one-time use pass with a photo ID. Access to Group Fitness is limited to current UWSP/ESL/MSTC students and UWSP Faculty/Staff. Group Fitness is open to UWSP, ESL, and MSTC students at no additional charge. UWSP Faculty/Staff may purchase a membership for Group Fitness.
- **Identification Requirements for Participation**—To participate as a member, the valid UWSP-issued ID card must be presented before each workout. A self-reported ID# will not be accepted as a form of identification. A photo ID is required for purchase of a one-time use pass. **No ID? No Workout! No exceptions!**
- **Payment Methods**—Cash, check, and PointCASH are accepted for Allen Center programs. Students may use student billing (total must be greater than \$5 for each student billing form) for most services and must use student billing for the Cardio Center membership. Current UWSP Faculty/Staff must use payroll deduction for the Cardio Center or Group Fitness membership. Payroll deduction is not accepted for any other service in the Allen Center.
- **Refunds**--All membership purchases are final--no refunds or membership transfers will be granted.
- **Facility Reservations**-- Studio A is not a reservable space. Studio B (Allen Upper Level) and the Conference Room are reservable spaces. Allen Center programs take priority in Studio B and the Conference Room. All reservations must be made through the UWSP Events Management System (<http://dailyevents.uwsp.edu>).
- **Lockers are available** in the Allen Center for long-term and for daily use. Lockers in the Allen lower level hallway are available for rent through the Cardio Center. Renters must furnish their own lock. Lockers in the men's and women's locker rooms are for daily use only. Locks are not permitted on lockers in the locker rooms overnight.

Policies pertaining to individual conduct:

- **All equipment must be used appropriately**, in the manner for which use was intended, and in accordance with Allen Center expectations.
- **Alcohol and tobacco are prohibited** in the Allen Center for Health and Wellness Programs.
- **Cell phone use is prohibited** in the Cardio Center, during Group Fitness classes, and in the locker rooms.
- **Designated Free Workouts Periods** are only available to current UWSP students, faculty, and staff. In order to participate in a free workout, a participant must present a current UWSP student or Faculty/Staff ID each and every time. A graduate, retiree, or guest without a membership is not eligible to work out for free.
- **Dress Code**—Clothing designed for sport or activity is required. An athletic shirt (must cover chest, sides, stomach, & entire back), gym shorts or sweat pants, and athletic footwear (no open-toe shoes) are expected for any Allen Center fitness program.
- **Glass is not permitted** in the Cardio Center or studios. In addition, beverage containers must be closable.
- **Minors are not allowed** in the Allen Center for Health and Wellness Programs.
- **Personal Training** is offered to Cardio Center members for no additional charge. Sessions are offered on a first-come, first-served basis. Fees will be assessed for missed appointments.
- **Sign-up** policies are as follows: UWSP students and UWSP Faculty/Staff sign-up for a membership online through [go2allen.com](http://go2allen.com). Payment is by student billing or payroll deduction, respectively. MSTC and ESL students, retirees, graduates, and guests sign up in person at the Cardio Center desk and pay with cash, check, or PointCASH. The university waiver will be required for use of fitness facility.

Expectations for users:

- Users are expected to wipe off machines/equipment after each use with the cleaner /paper towels provided.
- Patrons are asked to step away from weight machines during rest/recovery periods to allow access for others.
- To minimize machine damage and aid in cleanliness, patrons are asked to carry in their workout shoes.
- Complementary towel service is provided by the Cardio Center and Group Fitness. Sweat towels are self-service and members are asked to limit themselves to one towel per visit. Additionally, shower towels are available by request at the desk with a limit of one towel per visit.
- Allen Center for Health and Wellness Programs is not responsible for lost or stolen items. Personal gear must be left in lockers, cubbies or on coat racks including coats, sweatshirts, backpacks, and other personal items.