Membership

C.1 Eligibility

The UND Wellness Center recognizes the following individuals as eligible for membership:

- Current UND Students – Membership to the Wellness Center is included as part of your mandatory student fees. Some course registrations do not include the mandatory student fees and thus enrollment does not qualify for entry into the Wellness Center, without a paid membership. Examples of courses that do not require payment of the mandatory fees include all correspondence courses and continuing enrollment credits.
- Faculty, Staff and Retirees – Faculty, Staff and Retirees of the University are eligible for membership through the University Associate due structure.
- Affiliates of the University – Recognized partners and affiliates of the University of North Dakota and Wellness Center are eligible for membership through the University Associate due structure. A full list of eligible affiliates can be found on pg. 20 of this document.
- Alumni – All former students of the University are eligible for membership through either our Grandfathered Grad program (ends Dec. 31st, 2010), Alumni Builder and Investor due structures.
- Osher Lifelong Learning Institute (OLLI) – Any member of the OLLI program is eligible for membership through our Living Well Membership. You must be a fully paid member of OLLI and register for membership through the OLLI office.
- Northland Community Technical College (NCTC) – Students enrolled at NCTC are eligible for membership for the 2010-2011 academic year through a subsidy from the NCTC Student Government.
- Guests of the University may obtain access to the Wellness Center by working with the Assistant Director of Membership.

All members of the Wellness Center must be 18 years of age or older. UND students under the age of 18 are still eligible for a membership with a waiver of liability signed by a legal guardian.
Membership

C.2 Sponsorship

- Any eligible member of the Wellness Center may sponsor one individual; 18 years of age or older at the same due structure you are paying for a month, semester or annual membership.
- Any eligible member of the Wellness Center may sponsor up to five individuals for the day.
- NCTC & OLLI members are not eligible to sponsor any other individual for membership.
- To purchase a initial sponsored membership, both the current member and sponsored member/s must be present. Either the current member or the sponsored member may purchase the membership.
- Renewal of the membership only requires one member be present at the point of sale.
- The sponsored individual will remain a member of our facility as long the sponsoring member is paid in full.
- If the sponsoring member chooses to leave or cancel their membership, the sponsored member will be contacted and given the opportunity to stay on with a renewed membership of their own.
- Sponsored members are not eligible to sponsor anyone for membership.
Membership

C.3 Payment

Memberships may be purchased during hours of operation at the Welcome Desk and paid for by cash, check or credit card. The Wellness Center accepts the following credit cards VISA, Mastercard and Discover.

Members who are salaried and benefited employees of the University may sign up for payroll deduction. Payroll deduction allows your dues to be directly taken from your paychecks each month. Payroll deduction may only be used for semester or annual membership purchases. To sign up for payroll deduction you must complete the payroll deduction contract agreement.

- All salaried, 9 and 12 month benefited employees of the University of North Dakota are eligible for payroll deduction. Hourly employees are not eligible for payroll deduction.
- Payroll deduction memberships can be activated for an annual or semester memberships. Semester memberships should only be sold in the first two weeks of each semester.
- A deduction will be taken each pay period, in accordance to the applied membership dues. 9 month employees will pay for their membership in 18 pay periods and 12 month employees will pay for their membership in 24 pay periods.
- Memberships will be paid through the Payroll Office at the University of North Dakota or through special arrangements of the corresponding affiliate organization.
- Affiliate organizations that offer payroll deduction to their employees must agree to remit total payment for all memberships from their organization to the Wellness Center on a monthly basis.
- Semester payroll deduction memberships are only available to purchase during the first two weeks of the semester and annual payroll deduction memberships may be purchased at any time.
C.4 Cancellations

All members of the Wellness Center, except UND Students are eligible to cancel your semester or annual memberships. No other membership type is eligible for cancellation, i.e. Day and Month.

1. All cancellations must be submitted in writing to the Assistant Director of Membership by completing the Membership Cancellation Form. You will be contacted directly by the Assistant Director of Membership as to the status of your request.
2. Thirty days notice from the day you want your membership canceled is required.
3. At the time of cancellation the Wellness Center will refund a prorated amount of the membership dues.
4. All Wellness Center account balances are due at the time of cancellation.
5. If you choose to cancel your membership and are sponsoring a member; they will be contacted and given the opportunity to continue being a member with a renewed membership of their own.
6. All special circumstances for cancellation must be made and given to the Assistant Director of Membership for review.

All Payroll deduction members must adhere to all cancellation policies as well as the following:

1. The Authorization to Cancel Payroll Deduction form must be completed and submitted to the Assistant Director of Membership. By submitting Authorization to Cancel Payroll Deduction form you are choosing to cancel your payroll deduction and membership.
2. Semester memberships automatically cancel at the end of each semester; December 31st for fall semester and May 15th for spring semester.
3. If your employment ends from the University you are no longer eligible for membership and your membership will be canceled.
C.5 Leave of Absence

As a member you may request a temporary leave of absence from the Assistant Director of Membership. A temporary leave of absence form must be completed and submitted for review. You will be contacted directly as to the status of your request. At the time you are contacted, arrangements will be made as to how your membership will be handled and when approved your membership will be suspended until your return.

1. Medical Leave – you must provide a note from a physician describing your inability to workout.
2. Extended Vacation Leave – e.g. you winter outside the Greater Grand Forks area or you prefer to workout outdoors in the summer.
3. Temporary Work Relocation leave – this is for individuals who will be away from the Greater Grand Forks area for work reasons. A note from your company is required verify your leave.
C.6 Conflicts

Conflicts regarding membership status, refund, cancellation or leave of absence requests shall be referred to the Assistant Director of Membership. Decisions may be appealed through the Student Wellness Advisory Committee (SWAC.)
Membership

C.7 Waiver of liability

A waiver of liability must be signed by all users of the facility before using the Wellness Center. The waiver is found at the Welcome Desk and must be signed annually before utilization of the facility.
Membership

C.8 Length of Memberships

- Annual memberships are active for one year from the date of purchase.
- Semester memberships are available during the following time frames and are only available for purchase the first two weeks of each semester:
  - Spring semester membership: January 1- May 15
  - Fall semester membership: August 16-December 31
  - Summer semester memberships are available from May 16 to August 15
- Monthly memberships may be purchased anytime and are active for one month from the date of purchase.
- Daily memberships are active until close on the date of purchase.
- Memberships cannot be pro-rated under any circumstances.
Membership

C.9 Student Membership Categories

Student Membership
Current UND students, who are enrolled in classes and paying mandatory student fees, are eligible for membership by signing a waiver of liability. Some course registrations do not include the mandatory student fees and thus enrollment does not qualify for entry into the Wellness Center, without a paid membership. Examples of courses that do not require payment of the mandatory fees include all correspondence courses and continuing enrollment credits.

Non-Enrolled Student Memberships
- The Non-Enrolled student membership is available for purchase to UND students who are not currently enrolled in classes.
- You must be enrolled in the next semester and were enrolled in the previous semester to participate in this membership.
- Proof of enrollment is required for the following semester through a printed class list at the time of sale.
- Membership is available at the cost of the full current student membership dues. TABLE 1 shows the current student membership dues.

Table 1: Student Membership Dues

<table>
<thead>
<tr>
<th></th>
<th>Annual</th>
<th>Monthly</th>
<th>Semester</th>
<th>Daily Pass</th>
<th>Summer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Includes: Non-enrolled UND Students (e.g.: Summer), Grandfathered Grad, Student Sponsored Members and Alumni Builder (starting in January 2011).</td>
<td>$360.00</td>
<td>$35.00</td>
<td>$149.00</td>
<td>$5.00</td>
<td>$99.00</td>
</tr>
<tr>
<td>Dual: Grandfathered Grad and Alumni Builder (starting in January 2011).</td>
<td>$720.00</td>
<td>$70.00</td>
<td>$297.00</td>
<td>$10.00</td>
<td>$198.00</td>
</tr>
</tbody>
</table>

Incoming Student Memberships
- 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 they are enrolled in classes.
- After documentation has been provided the student will be subject to the student rate.
C.10 University Associate & Affiliate Membership Categories

University Associate and Dual Membership
- University Associates are defined as all UND faculty, staff and retirees of the university.
- Eligibility will be verified through a current UND ID at the point of sale.
- Current University Associates may purchase a dual membership; which includes membership for themselves and one sponsored individual 18 years of age or older.
- In case of separation from the University, please refer to the cancellation policies as to how your membership will be handled.

<table>
<thead>
<tr>
<th>Table 2: University Associate &amp; Affiliate Pricing</th>
<th>Annual</th>
<th>Monthly</th>
<th>Semester</th>
<th>Daily Pass</th>
<th>Summer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Includes: UND Faculty &amp; Staff, University Affiliates (e.g.: UND Alumni Foundation), Faculty/Staff Sponsored Members and Alumni Investor.</td>
<td>$480.00</td>
<td>$45.00</td>
<td>$198.00</td>
<td>$10.00</td>
<td>$132.00</td>
</tr>
<tr>
<td>Dual: UND Faculty &amp; Staff, University Affiliates (e.g.: UND Alumni Foundation) and Alumni Investor.</td>
<td>$840.00</td>
<td>$80.00</td>
<td>$342.00</td>
<td>$18.00</td>
<td>$228.00</td>
</tr>
</tbody>
</table>

Affiliate Memberships
The Wellness Center recognizes the partners and affiliates of the University and will offer a membership equal to a University Associate membership. The following are considered to be recognized affiliates of the University.
- Airport Security
- Alumni Foundation
- Campus Ministries which include Christus Rex, Wittenberg Chapel, St. Thomas Aquinas Center, FOCUS and United Campus Ministry
- Center for Community Engagement – VISTA Members
- ELS
- Executive
- Human Nutrition Research Center
- INMED Summer College Programs
- Institution for Philosophy in Public Life (IPPL)
- NASA Summer Program
- North Dakota Geological Survey
- North Dakota University System (NDUS)
- Summer Institute of Linguistics Faculty & Staff
- University Village
- Veteran’s Upward Bound Re-Entry Student
Membership

The Wellness Center recognizes the following sites as partners and affiliates and will offer a membership equal to a University Associate membership. The following are considered to be recognized affiliates of the Wellness Center.

- Adjunct Faculty
- North Dakota Museum of Art
- Ralph Engelstad Arena
- REAC
- University of North Dakota Bookstore

To become a recognized affiliate eligible for membership, the organization must request eligibility to the Assistant Director of Membership and Team Wellness. Final approval will be granted by the Wellness Center executive staff.
Membership

C.11 Other Membership Categories

Grandfathered Grad Memberships
The Grandfathered Grad membership is offered to former UND students who paid the Wellness Center fee between December 2002 and May 2006. It is also available to most recent graduates of the University since May 2006.

- The membership is being offered at the Non-Enrolled Student membership dues structure. See Table 1 for full dues structure.
- This membership is only available until December 31st, 2010 where it will be replaced with the Alumni Builder membership option.

Alumni Memberships
Alumni of the University are eligible for membership after giving an annual gift in the name of Team Wellness to the UND Alumni Foundation. The annual gift will help to build our Team Wellness Sponsorship Fund. This fund supports our ability to send our Team Wellness employees to conferences, workshops and obtain professional certifications to provide our employees exceptional learning opportunities and enhance our programs and services. Below, are the two options alumni have to join our facility.

Alumni Builder Memberships
The Alumni Builder membership is offered to former UND students who paid the Wellness Center fee between December 2002 and May 2006. It is also for most recent graduates of the University who want to extend their membership upon graduating.

- This membership will be available to recent graduates for one year after graduation at which point they will move into the Alumni Builder category.
- The membership is being offered at the Non-Enrolled Student membership dues structure. See Table 1 for full dues structure.
- The annual gift in the name of Team Wellness to the UND Alumni Foundation for a single Alumni Builder membership is $50 and $100 for a dual membership.
- Your annual gift can be made at the Wellness Center or directly to the UND Foundation.
- The Assistant Director of Membership and Team Wellness will verify the annual gift has been made. If the annual gift cannot be verified the membership will be immediately placed on hold and the member will be contacted.

Alumni Investor Memberships
The Alumni Investor membership is offered to former UND students who graduated before 2002.

- The membership is being offered at the University Associate membership dues structure. See Table 2 for full dues structure.
- The annual gift in the name of Team Wellness to the UND Alumni Foundation for a single Alumni Investor membership is $100 and $150 for a dual membership.
- Your annual gift can be made at the Wellness Center or directly to the UND Foundation.
Membership

- The Assistant Director of Membership and Team Wellness will verify the annual gift has been made. If the annual gift cannot be verified the membership will be immediately placed on hold and the member will be contacted.

Osher Lifelong Learning Institute (OLLI) – Living Well Membership
This membership is available to those individuals 55 years of age or older. In order to participant individuals must be or become an active member of the Osher Lifelong Learning Institute.
Once you become a member of OLLI you’re then eligible for the Living Well membership.
- The Living Well membership is a 4-month membership for $180.00 that an individual can start at anytime.
- An individual who is interested in this type of membership must register and submit payment to OLLI. Purchasing this membership at the Wellness Center is not an option.
- An annual parking pass is included with a paid in full membership. Individuals will receive this the first time they come in for their new member orientation.
- Please visit the OLLI website for more information www.олli.und.edu.

Northland Community and Technical College (NCTC) Memberships
This membership is available to enrolled students at NCTC for the 2010-2011 academic year and summer. The UND Wellness Center and NCTC have a one year agreement which features the NCTC student membership being subsidized by their Student Government.
- NCTC student eligibility will be verified from an enrolled student list provided by Student Account Services at NCTC.
- NCTC student members are not eligible to sponsor anyone for membership.
- NCTC student members are eligible to purchase either a semester or annual Wellness Center parking pass.

Table 3: Northland Community & Technical College (NCTC)

<table>
<thead>
<tr>
<th></th>
<th>Annual</th>
<th>Monthly</th>
<th>Semester</th>
<th>Daily Pass</th>
<th>Summer</th>
</tr>
</thead>
<tbody>
<tr>
<td>NCTC Enrolled Students *Annual memberships are for 9 months</td>
<td>$ 126.00*</td>
<td>$ 14.00</td>
<td>$ 63.00</td>
<td>$ 5.00</td>
<td>$ 42.00</td>
</tr>
</tbody>
</table>