

UMBC Rec Sports Personal Conditioning Policies and Procedures

Welcome to the UMBC Rec Sports Personal Conditioning Program. Please read over the following policies and procedures.

Scheduling

All Scheduling will be done through the office of Rec Sports. Please complete the attached form to request a time for your session(s). If you would like to request a specific trainer, indicate as such. We will make an effort to accommodate your request, but this can not be guaranteed. Return the scheduling form to Jeff Moore in room 321 of the RAC. You will be contacted as soon as possible to confirm your sessions. Once your sessions are confirmed you must fulfill your payment before beginning your sessions. Sessions will be billed in intervals, and you may cancel subsequent intervals with 24 hrs notice. Payment can be made at the RAC front desk, or RAC 321.

Sessions

Several conditioning options are available.

Personal Fitness Testing (\$25 student/\$35 all others)

Personal fitness testing will give you the opportunity to meet with a trainer to assess your current level of fitness, as well as define any areas that could be potential risks. The trainer will measure several parameters to give you a baseline to measure future progress against. A doctor's clearance may be requested for future sessions if any risk factors are identified during the testing. Fitness testing is required prior to any other sessions.

Personalized Training Plan (\$45 st./\$65)

A personalized training plan is a great alternative for the independent exerciser. The trainer will use your fitness testing to draw up an individualized plan for your personal workouts. This can include any type of activity that you desire to meet your personal fitness goals. You will be able to follow the plan on your own and sign up for a follow up assessment to track your progress. Personalized Training Plans include one Fitness Testing session.

Follow Up Assessment (\$15 st./\$25)

Anyone who participates in personal fitness testing will have the opportunity to meet with the trainer for follow up assessments at a discounted rate. You can use this opportunity to track your progress if you are working independently or with a trainer in sessions.

Conditioning Sessions

After your initial fitness testing you will be able to pick a package of sessions in which you and your trainer will meet to help you achieve your own personal fitness goals. Each session will meet for 1 hour and give you individualized attention. The trainer may also assign independent activities for you to participate in on other days, depending on your personal goals.

1 session \$30 students/\$40 all others
3 sessions \$85/\$115
5 sessions \$140/\$190

You may schedule sessions in any configuration you chose. Only 1 session may be scheduled per week. Each block must be prepaid before meeting with a trainer. For example, if you want to have 6 sessions you could prepay 1, then later prepay the next 5; or you could prepay 3, and then prepay the next 3. If you wish to cancel subsequent sessions after beginning you must give 24 hours notice. You will not be reimbursed for missed sessions after the fact. Future sessions will be reimbursed at a pro-rated amount. All scheduling and canceling must be done through the Office of Rec Sports, not the trainer.

We also offer small group sessions for two to four individuals. This offers both a more affordable option for the individual, and has the added benefit of social motivation. Individuals should have similar goals and fitness levels to allow for an effective workout for all participants. Don't have a small group? Contact us and we will help you join one! Price is per person for each group.

Group of:

2 participants \$22/\$30

3 participants \$19/\$24

4 participants \$15/\$20

10% discount for prepayment of 5 sessions

Missed/ Late Sessions

If the client is late to the session the session will still end on time. If the client is more than 20 minutes late the trainer is not obligated to wait the rest of the hour. If the client knows in advance they will be late or unable to attend they must let the trainer and the office know 24 hours in advance in order to reschedule for a full hour. Habitual rescheduling may cause a client to lose the opportunity to schedule sessions in the future. If a client misses a session they may be able to reschedule it at the trainer's discretion. Any missed sessions will not be refunded for monetary value. The client may not carry over sessions for more than one semester.

If a trainer is more than 10 minutes late to a session, the client will receive it or a rescheduled one at half price at the client's discretion. All sessions must meet for 1 hour. If a trainer knows in advance they will be late or unable to meet they must contact the client and the office 48 hours in advance to reschedule for a full session. If this is not met, the client will receive an additional session free of charge. All sessions must be rescheduled for 1 hour.

In cases of illness or emergencies the trainer and client may reschedule at a mutually convenient time with no penalty to either party.

Attire

All attire worn by clients and trainers must conform to the RAC policies.

Supplements

UMBC Rec Sports does not endorse the use or recommendation of any supplements other than traditional FDA approved vitamin pills.

Contact Information

Please contact the trainer and the Office of Rec Sports for any scheduling/rescheduling information. All payments will be handled through the Office of Rec Sports, not the

trainer. Please provide us with current contact information, including an email address that is checked daily. If the client needs to be contacted about a change all forms of communication will be tried. If Rec Sports is unable to reach a client about a change, we will not be held responsible if all provided contact information has been attempted. If Rec Sports neglects to try all forms of contact, the client will receive one free session in addition. If a client needs to contact Rec Sports they MUST speak with Mike D'Archangelo (410-455-6883) or Jeff Moore (410-455-1540). Please do not leave a message with the front desk.

If you have any questions please contact Mike D'Archangelo in RAC 321, 410-455-6883, or miked@umbc.edu

Signature

Date

I have read and agree to the policies stated above.

Received by

Date

Please attach scheduling form to this contract.