

University of North Texas

Faculty/Staff Fitness Program

Registration Form 2018-2019



**Please return the top part of this form to the Rec Sports Office, located in the Pohl Recreation Center*

By filling out this form, you will be registering for the Faculty/Staff Fitness Program. Your name will be added to a roster. This roster can then be used to record what days you come in to the Rec Center to work out. These rosters will be kept for three years to verify a members' leave time if needed. The member must sign in and out daily on the rosters, which will be located at the members' services desk.

Name: _____

Male: _____ Female: _____

Department: _____

Building/Office #: _____

Phone Number: _____

Email: _____

How did you find out about the program? _____

Signature: _____

Date: _____

Please read the information below carefully:

UNT Policy 05.058: Administrative Leave for Fitness Program Participation

For Full Time Regular Staff

A full time regular staff member must be a member of the University Faculty/Staff Fitness Program for any semester for which leave is requested. Membership is required because the program is approved by the Governor's Commission on Physical Fitness, and it provides supervised and structured activities, which can be verified within the agency.

To be eligible for such leave, the participant must obtain administrative approval from his/her department. Supervisors are encouraged to grant such approval, subject to scheduling and workload requirements of the department.

The individual must participate in a scheduled activity or class of the Fitness Program. Each day's participation must be for the full duration of instructor-led classes, or for the minimum length of time recommended by program guidelines for other activities.

The participant must sign the attendance role each day that leave is claimed.

The Coordinator of the Fitness Program shall maintain attendance rolls and membership records. A department may request verification of their employees' daily participation at any time.

Reference: State Employees Health Fitness Education Act of 1983, Texas Government Code, Chapter 664.

The Fitness Department will keep a notebook for the members to sign in on every day at the member services desk.

This department follows the guidelines of the Americans with Disabilities Act. In accordance with this act, we request patrons with specific needs contact our office at least 72 hours in advance so that we can make appropriate and reasonable arrangements to meet your needs.