

University of North Texas
Faculty/Staff Fitness Program
Registration Form 2019-2020



**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:

For Full Time Regular Staff

A full time regular staff member is eligible for 30 minutes of administrative leave on 3 days per week. Participants must be a member of the Pohl Recreation Center.

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 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.

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.