

University of Toledo Student Recreation Center User Guide

All provisions in this document are subject to change. Changes will be published and posted for member notification.

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Mission of the Office of Recreation

The Office of Recreation provides engaging, student-centered recreational and health promotion programs and services to enhance the well being of the University of Toledo Community.

NOTE: Hours of Operation may be subject to change due to SRC and UT programming.

Student Recreation Center Hours of Operation – Fall & Spring Semesters

	REC CENTER	SRC OFFICE
Monday – Thursday	6:30 am – midnight	8:00 am – 11:00 pm
Friday	6:30 am – 10:00 pm	8:00 am – 9:00 pm
Saturday	10:00 am – 10:00 pm	10:00 am – 9:00 pm
Sunday	noon – 10:00 pm	noon – 9:00 pm

Student Recreation Center Hours of Operation – Breaks & Summer

	REC CENTER	SRC OFFICE
Monday – Thursday	9:00 am – 9:00 pm	8:15 am – 8:00 pm
Friday	9:00 am – 8:00 pm	8:15 am – 7:00 pm
Saturday	10:00 am – 8:00 pm	10:00 am – 7:00 pm
Sunday	noon – 8:00 pm	noon – 7:00 pm

On Break Hours:	2008: Aug 30-31; labor day, Nov. 26; thanksgiving,	Oct. 18-21; fall break,	Nov. 11; veterans day,
	2009: Jan. 2-11; winter, May 9; summer, July 6-Aug 7; summer	Jan. 17-19; MLK, May 11-17; summer,	Mar. 7-15; spring break, May 26-July 2; summer,

SRC Closed:	2008: Sept. 1; labor day, Dec. 21-31; winter break	Nov. 27-30; thanksgiving,	Dec. 20; graduation,
	2009: Jan. 1; new year, July 3-5; independence, Aug. 8-20; annual maintenance (office open M-F 8:15-5:00 during maintenance shut down)	May 10; graduation,	May 23-25; memorial,



Competitive swimming/diving activities limit pool space on the following dates:

NOTE: Schedules are subject to change.

UT Swim/Dive Practice: (Fall/Spring only)	M-Tu-Th-F M-F	6:30 a.m. – 8:00 a.m. 2:30 p.m. – 5:00 p.m.	3 lap lanes available for rec swimmers 2 lap lanes available for rec swimmers
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UT Home Swim/Dive Meets: 08-09 school year ALL POOLS CLOSED	Dates	Set up Begins	Meet Begins	Visiting Team
	Fri, Oct. 3	2:30 p.m.	4:00 p.m.	Blue & Gold Intra-squad
	Sat, Oct. 18	11:30 a.m.	1:00 p.m.	Oakland
	Fri, Oct. 24	3:30 p.m.	5:00 p.m.	Michigan
	Fri, Oct. 31	3:30 p.m.	5:00 p.m.	Ball State
	Sat, Nov. 1	11:30 a.m.	1:00 p.m.	Eastern Michigan
	Fri, Nov. 9	3:30 a.m.	5:00 p.m.	Miami
	Fri, Jan. 23	3:30 a.m.	5:00 p.m.	Bowling Green
	Sat, Feb. 7	11:30 a.m.	1:00 p.m.	Buffalo

Other Meets 2008-2009 – All Pools CLOSED

November 28-30	GTAC Turkey
December 20	St Francis Invitational
January 3-4	Sylvania Swim

High School Swim Club Practices: Nov. 3 – Feb. 27

Mon-Fri	5:00-7:30 pm	4 lanes available for rec swimmers
Tue & Thur	7:30-9:00 pm	6 lanes available for rec swimmers

2008-2009 School Year

Service Telephone Directory

530-3700, 3711	RC Reservations / Information	530-3707	Health Ed or Carter Field Reservations
530-3700, 3711	ARC Certification Class Registrations	530-3487	S.W.A.T. / Health Promotion
530-3710	FAX	530-3704	Summer Day Camp
530-3702	Fitness Programs, Fitness Testing	530-3700, 3711	Swim Lesson Registrations
530-3704	Intramurals, Sport Clubs	530-3708	REC Link Information Line

Department Personnel

Jeff Witt , M.Ed., C.R.S.S. 530-3701	Director of Recreation RC 2111	jeffery.witt@utoledo.edu
Nancy Burhans , M.Ed. 530-3705	Associate Director RC 2112A	nancy.burhans@utoledo.edu
Judy Campbell , M.S. 530-3703	Asst Director, Informal Recreation RC 2150	judith.campbell@utoledo.edu
Angie Green , M.Ed. 530-3702	Asst Director, Programming RC 1040	angela.green@utoledo.edu
Darci Ault , M.Ed. 530-3487	Cood. Health Promotion Programs RC 1050	darlene.ault@utoledo.edu
Joe Bendix , M.S. 530-3704	Asst Director Intramurals/ Sport Clubs/Camp RC 2112A	joe.bendix@utoledo.edu
Steve Hardy , M.Ed. 530-3707	Program Specialist, Conference Services RC 2109	stephen.hardy@utoledo.edu
VACANT	Program Specialist, Fitness RC 2110	
Lynn Mominee 530-3717	Business Services Officer RC 2108	lmomine@utoledo.edu
Joe Colley 530-3713	Building Superintendent	billy.colley@utoledo.edu
Jim Adamczak 530-3973	Pool Technician	james.adamczak@utoledo.edu
Steve Blessing	Custodian	530-3711
James Armstead	Custodian	530-3711
James Welsh	Custodian	530-3711
Christina Ribbins	Custodian	530-3711

Student Assistant Staff

American Red Cross Certifications	530-3715
Aquatics	530-3712
Climb Wall	530-3715
CSA Leadership	530-3715
Day Camp	530-3706
Facilities	530-3907
Fitness	530-3909, 530-3866
Health Promotions	530-3487
Informal Recreation	530-7337
Intramurals	530-3706
Staff Advocate	530-3714
Swim School	530-3714

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Conduct

Rules and policies are posted and published for distribution to our program users. The authority to enforce these policies is vested in the recreation staff and the administrative personnel responsible for the programs. Student employees do not have the option to overlook, change, or bend rules; their task is to conduct business according to the set policies. Differences of opinion regarding the rules may be referred to the Director of Recreation. Violation of rules or of posted policies, malicious use or defacing of UT property, solicitation, verbal/physical abuse of others, or any violation of University policy will be investigated by staff using procedures established in the Student Handbook and by UT policy. Sanctions such as legal action, fines, restitution, temporary loss of privilege, revocation of membership, or referral of students to the University Judicial Office may be imposed.

Assumption of Risk

Users assume a risk of injury or even death while participating in recreational activities. All participants are **strongly urged** to have a **yearly medical examination and to carry medical insurance coverage**. The University of Toledo and its staff are not responsible for injuries.

Refund Policy

If a class or program is cancelled or rescheduled by the RC, registrants will receive a voucher good toward the same class or program held at a future date or a full refund. Refunds are mailed in the form of a UT check. Processing takes 4-6 weeks. If a registrant drops a class or program with at least 5 days before the class or program begins, s/he may receive a voucher for another class or a refund minus a \$15 processing fee.

If a registrant drops a class or program with **LESS** than a 5-day notice, no credit or refund will be issued.

Participants who fail a certification class or who fail to attend a class/program will not receive a credit, a refund, or make-up sessions.

Reservation fees are not refundable.

Refunds will not be made on RC annual or semester memberships after 30 days of purchase.

Refunds are not offered at all on short term memberships.

Special circumstances will be reviewed by the Director or Associate Director.

Check Policy

- Third party checks are not accepted.
- Checks will not be accepted from individuals who have ever had a returned check from any UT office.
- RC staff reserves the right to ask for additional photo ID when accepting a check.
- RC staff reserves the right to call the institution supporting a check to verify available funds before depositing.
- Refunds will not be processed for those who pay by check until the check has cleared.

RC MEMBERSHIP INFORMATION

- Membership is nontransferable.
- Membership may be modified or revoked for cause.
- Membership fees are not prorated. Late purchases are billed the full session charge. Short term pass plans are available.
- Some membership plans include a parking pass. Fees will not be reduced if a parking pass is not needed.
- Full time employees may pay through a payroll deduction if application is made within the payroll deduction deadlines. Faculty Summer memberships may not be purchased using the payroll deduction plan.
- No refund after 30 days from purchase.

RC membership Benefits

- RC access based on membership package.
- Members may sponsor others for paid "sponsored memberships".
- Members may bring in guests by purchasing a day pass and accompanying the guest(s) for the duration of the visit.
- Members have unlimited access to all "walk-in" fitness classes.
- Members receive discounts for select RC programs, classes and services.

Membership Dates 2008-2009

Plan	Sign Up Begins	Semester/Membership Begins	Membership Ends
Annual 08-09	August 11, 2008	August 25, 2008	August 7, 2009
Fall Semester 08	August 11, 2008	August 25, 2008	January 11, 2009
Spring Semester 09	January 2, 2009	January 12, 2009	May 17, 2009
Summer Session 09	May 9, 2009	May 18, 2009	August 7, 2008
Annual 09-10	August 10, 2009	August 24, 2009	Friday before Shut Down starts
Fall Semester 09	August 10, 2009	August 24, 2009	Friday before Shut Down starts

Main & HS Campus Students (General Fee Bearing classes - GFB)

- Students (undergrad or graduate level) enrolled for 12 or more GFB hours have an automatic RC membership with full privileges that semester.
- Students (undergrad or graduate level) enrolled for 1 - 11 GFB hours are eligible for 15 visits that semester. If more visits are desired, the student must "buy up" at \$7.81 per credit hour away from 12.
- Individuals completing thesis, dissertation, co-op, or non-UT internships are eligible to purchase a membership as a student with written UT documentation of status.
- Stop-out's may qualify to purchase a RC membership as Alumni. They must have accumulated the 24 credit hours needed to qualify to join the Alumni Association previous to application for a RC membership.
- HS campus students are required to obtain a Rocket Card for entry to the RC.

Summer - students who carried 12 or more GFB hours and, or who maintained full membership through the fall and spring semesters receive a free summer membership.

Main Campus Faculty, Staff, Retirees, & their Spouse/Partners (does NOT include parking pass)

****Memberships are subsidized by UT's Human Resources Department.****

Plan	Cost	Type	NOTE
Full Use	\$ 0 (**save \$180)	Annual	Must complete a membership form @ the RC
FT Current Employee	\$ 0 (**save \$90)	Semester	
	\$ 0 (**save \$70)	Summer	
Full Use	\$ 90 (**save \$90)	Annual	Must complete a membership form @ the RC
PT Current Employee	\$ 45 (**save \$45)	Semester	
	\$ 45 (**save \$45)	Summer	
Weekender Family	\$155 (**save \$90)	Annual	Includes up to 2 adults and up to 2 minor dependents Valid Friday, Saturday, Sunday only, \$8/visit on weekdays
Current Employee	\$ 70 (**save \$45)	Semester	
	\$ 70 (**save \$45)	Summer	
Full Use	\$110 (**save \$40)	Annual	Must complete a membership form @ the RC
Emeriti & Retired	\$ 50 (**save \$20)	Semester	
	\$ 35 (**save \$20)	Summer	
Full Use	\$110 (**save \$90+)	Annual	Must complete a membership form @ the RC <i>Applies to spouse/partner of current employees and retired employees.</i>
Spouse/Partner	\$ 50 (**save \$45+)	Semester	
	\$ 35 (**save \$45+)	Summer	

NOTE: Subsidized memberships have replaced "Rec-Fit" as an employee health/fitness benefit from UT's HR Department.

Health Science Campus Faculty, Staff (does NOT include parking pass)

- spouse/partners of HS employees use "Sponsored Member" rates, pg. 5 -

Plan	Cost	Type	NOTE
Full Use	\$180	Annual	Must complete a membership form @ the RC
	\$ 90	Semester	
	\$ 70	Summer	
Fit Pass	\$145	Annual	Valid M-F until 1pm only, \$8/visit outside these hours.
	\$ 55	Semester	
	\$ 55	Summer	
Weekender Family	\$245	Annual	Includes up to 2 adults and up to 2 minor dependents Valid Friday, Saturday, Sunday only, \$8/visit on weekdays
	\$115	Semester	
	\$115	Summer	

Alumni Membership Plans (includes one parking pass)

- Photo ID and a current alumni association membership is required to purchase a membership. Alumni memberships may be purchased through the Alumni Association or at the RC.
- A membership card will be made during the registration process (we will take your photo).

Contact the Alumni Relations Office, 530-2586 for Alumni Association membership information.
Annual Alumni Association fees 2008-2009
 \$35 –single annual / \$600 life \$25 - senior ≥ age 65 single annual / \$250 life
 \$45 – couple annual / \$900 life \$35- senior couple ≥ age 65 annual / \$350 life

Plan	Cost	Type	NOTE
Full Use	\$315	Annual	
	\$122	Semester	
	\$ 96	Summer	
Senior Pass (65 & over)	\$205	Annual	
	\$ 92	Semester	
	\$ 77	Summer	
Fit Pass	\$230	Annual	Valid only M-F until 1pm, \$8/visit outside these hrs.
	\$ 82	Semester	
	\$ 82	Summer	
Weekender Family	\$310	Annual	Includes up to 2 adults and up to 2 minor dependents Valid Fri,Sat, Sun only, \$8/visit on weekdays
	\$147	Semester	
	\$147	Summer	

Sponsored Membership Plans (includes one parking pass for adults)

Individuals sponsored by a current student or a current RC member..

- Sponsoring member must accompany the person they are sponsoring during the membership registration process (new) or sign a sponsoring approval form in person at the RC office in advance of the individuals' registration (renewals).
- Picture/age ID must be shown during the registration for membership.
- A membership card will be made during the registration process (we will take your photo).

Plan	Cost	Type	NOTE
Full Use Adult	\$360	Annual	
	\$145	Semester	
	\$115	Summer	
Full Use Senior – 65 & over	\$205	Annual	
	\$ 92	Semester	
	\$ 77	Summer	
Fit Pass* Adult	\$260	Annual	Valid only M-F until 1pm, \$8/visit outside these hrs.
	\$100	Semester	
	\$100	Summer	
Children 2-17	\$ 85	Annual	Valid Fri, Sat, Sun only during fall/spring, - anytime during summer
	\$ 40	Semester	
	\$ 40	Summer	
Children Under 2	\$ 5	Annual	Valid Fri, Sat, Sun only during fall/spring, - anytime during summer. Must be with parent at all times.
Weekender Family	\$355	Annual	Includes up to 2 adults and up to 2 minor dependents Valid Fri,Sat, Sun only, \$8/visit on weekdays
	\$170	Semester	
	\$170	Summer	

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ADULT GUEST PASSES

1 visit	\$ 8.00 each
7 day pass (calendar)	\$25.00 each
30 day pass (calendar)	\$60.00 each

CHILD GUEST PASSES (18 and under)

\$ 5.00 each
\$25.00 each (summer only)
\$60.00 each (summer only)

- Current faculty and staff members may sponsor themselves for a guest pass.
- All others must be sponsored by a current UT student or a current adult RC member.
- Sponsor must be present for the purchase of the guest pass.
- Guest passes are sold by calendar days, NOT by number of visits.
- Parking is not included in the purchase of guest passes.
- Adult guests must be at least 18 years of age and present picture/age identification at the time of purchase and upon entry to the facility.
- Child/Youth guests (under 18) must have a parental signed waiver on file at the RC and must be accompanied by the sponsoring adult at all times during every visit.
- Child/Youth guest passes may only be used during Fridays, Saturdays, Sundays during fall/spring semesters and any day during the summer and during break hours.
- Guest limit is 2 guests per member per day. Guest passes are nontransferable.

Community Member Fitness Opportunities

Community members may purchase a sponsored membership, may purchase a sponsored guest pass, or may purchase access to a particular program or class. **These opportunities do NOT include a parking pass.** A parking pass may be purchased at the RC for \$22 at the RC office.

PERSONAL TRAINING:

Consultation	\$10	one time visit by appointment (call ahead for an appointment 419.530.3909)
3 Sessions	\$84	includes a membership card encoded for 4 visits
5 Sessions	\$145	includes a membership card encoded for 6 visits
10 Sessions	\$290	includes a membership card encoded for 11 visits

GROUP EXERCISE CLASS:

	Fall or Spring	Summer	
20/20/20	\$110	\$85	includes a membership with 32 visits in F/S and 24 visits in summer
Beg. Weight Training	\$110	\$85	includes a membership with 32 visits in F/S and 24 visits in summer
Body Design	\$110	\$85	includes a membership with 32 visits in F/S and 24 visits in summer
Boot Camp	\$110	\$85	includes a membership with 32 visits in F/S and 24 visits in summer
Karate	\$110	\$85	includes a membership with 32 visits in F/S and 24 visits in summer
PiYo	\$110	\$85	includes a membership with 32 visits in F/S and 24 visits in summer
Resist-It	\$110	\$85	includes a membership with 32 visits in F/S and 24 visits in summer
Cardio Pump	\$110	\$85	includes a membership with 32 visits in F/S and 24 visits in summer
Step	\$110	\$85	includes a membership with 32 visits in F/S and 24 visits in summer
Turbo Kick	\$110	\$85	includes a membership with 32 visits in F/S and 24 visits in summer
NIA	\$110	\$85	includes a membership with 32 visits in F/S and 24 visits in summer
Pilates	\$110	\$85	includes a membership with 16 visits in F/S and 12 visits in summer
Zumba	\$180	\$145	includes a membership with 32 visits in F/S and 24 visits in summer
Spinning	\$180	\$145	includes a membership with 32 visits in F/S and 24 visits in summer
Swim for Fitness	\$50	\$50	includes a membership with 24 visits
Tai Chi	\$110	\$85	includes a membership with 32 visits in F/S and 24 visits in summer
Waves (water ex.)	\$110	\$85	includes a membership with 32 visits in F/S and 24 visits in summer
Yoga	\$140	\$115	includes a membership with 16 visits in F/S and 12 visits in summer

CLIMBING WALL VISITS:

Climb Clinic	Free	Must call ahead to make the appointment (419.530.3701)
1 year Climb Card	\$180	Includes a membership card encoded with 40 visits
3 month Climb Card	\$50	Includes a membership card encoded with 10 visits

RED CROSS CLASSES AND SWIM LESSONS:

Community members may register for any of the Red Cross certification classes (CPR/AED, First Aid, Lifeguarding, etc) or any of the swim lesson classes. Parking passes (if needed) are given to these participants at no additional cost.

University Guests

- Contact the **Conference Services Program Specialist (419.530.3707)** to arrange recreational services for university guests and short term program participants in seminars, workshops, camps, etc.
- Arrange requests for services as far in advance of the visit as possible, but at least a minimum of 2 weeks.

Tours

Impromptu tours for the University community are available, circumstances permitting, by notifying personnel in the RC office. Impromptu tours are limited to the entry level only and are only permitted 30 min. maximum inside the facility. Groups may request a special tour by calling the office prior to their visit.

Family Recreation – Parents With Child/Youth Members

Recreation members may purchase RC memberships for their children. Children members will be issued a picture ID card **which must be presented by the parent for the child's entry**. A partial social security number is required for each child in order to enter their membership into our access system. Cards are nontransferable. Child/Youth members (under 18) have membership limitations.

RC Child/Youth Recreation Policies

Applies to all family program participants

1. Parent/approved sponsor may bring the child to the RC **Fri/Sat/Sun only during fall/spring or on any day during the summer.** **NOTE: minors will also be permitted into the RC for break periods during fall and spring semesters.**
2. A sibling or grandchild less than 18 years of age can be sponsored for a guest pass if a current parental release is on file with the RC Office. The fee is \$5.00 a visit, \$25 a semester or \$45 for an annual membership.
3. All members need their own ID card to gain entry.
4. Parent/approved sponsor must always accompany his or her child to the facility and supervise the child for the duration of the visit.
5. Children are required to observe the same clothing and usage policies as other users.
6. When using the pool, children in diapers must wear protective plastic pants with secure leg closures or swim diapers.

Applies to all participants under 14 years of age

- Parent must be in the same activity area with the child (i.e. in gym, on deck or in pool, not observation areas).
- Parent must be in the water at all times with a child 5 years of age and under. Lifeguards have discretionary authority to require a parent to be in the water with a child over 5 years of age whom they judge to be a weak swimmer.
- Children less than 6 years of age are prohibited access to and use of the water slide and diving pool.
- Children ages 6-13 are **required to pass a swimming test and wear a RC skill patch or test bracelet to qualify for use of the water slide, deep water areas and the diving pool.** Skill patches and bracelets may be obtained from the aquatic staff on duty following successful completion of the swim test.
- Children are prohibited access to and use of the exercise machines, free weight area, spa and sauna.
- Aerobics room use is restricted to adults only, unless the program is designed specifically for a younger age group.
- Climb cave use is limited to bouldering with a parent/chaperone spotter for the child.
- Racquetball and indoor track use is limited to children accompanied by parent/chaperone doing the same activity. Only supervising parent may check out racquets.

Applies to all family program participants ages 14 through 17 years of age

- ❖ Parent need only be in the facility with a youth 14-17 years of age.
- ❖ Youth age 14-17 may use the exercise machines, free weight area, spa and sauna as well as all other areas of the facility.

Morse Center – Health Science Campus

Dowling Hall, 3065 Arlington Ave. M-F 6am-9pm Sat 8am-6pm Sun 1-4pm

- UT students may use the Morse Center by showing their Rocket Card. UT parking pass is valid on HS campus.
- Faculty/Staff may purchase a membership – Call 419.383.5370

Challenge Play

- Badminton • Basketball • Indoor Soccer • Game Rooms • Racquetball • Sand Volleyball • Volleyball • Walleyball • Carter Field •

These policies apply to all designated challenge activity areas and gym court activities when others are waiting to play

- **Court and game room play is limited to a maximum of 45 min. while others are waiting.**
- Exiting players may wait for another turn in the player rotation.
- **NOTE: UT and SRC events and prior reservations/rentals will take priority over challenge play.**



2008-2009 School Year

Reservations

For UT Student Orgs and Depts only – all others will be considered to be “RENTALS” – **reservations not available to individuals.**

- Badminton • Basketball • Indoor Soccer • Racquetball • Sand Volleyball • **Outdoor Patio** • Volleyball • Walleyball •
• Climb Wall • Meeting Room • **Carter Field** • **Health Ed Center** •
- Groups are strongly encouraged to call the **Conference Services Staff** to check on dates/times before submitting the application. **UT and RC** events, informal recreation needs, and prior reservations/rentals will take priority over pending reservations.
- Rental fees are waived for UT groups, but the reserving group must turn in a reservation application with the non refundable application fee **(\$25)** in the RC office with at least two weeks notice.
- **Groups will be charged for any expenses incurred by the RC as a result of the reservation/rental including labor costs, trash pick up, etc.**
- **Reservations for COURTS & CLIMB WALL are limited to a maximum of two hours when they occur during regular hours of operation.**
- UT Groups **reserving court(s) for a specific** recreational activity may reserve the space no more than 3 times in a single semester.
- Any **non-student/non-member attending the activity** must submit a completed and signed outing release form **and pay the guest pass fee.**
- All regular user guidelines apply to facility entry (proper ID is required) and to activity in a reserved area.
- Groups must use RC sports equipment (basketballs, soccer balls, volleyballs, walleyballs, climb wall gear).

Rentals

The Student Recreation Center, outdoor fields, **and parts of the Health Education building** are available for rental. Rental applications are made through the Office of Recreation, RC 2105.

- ☑ Advance written application (2 weeks) and \$30 application fee (non refundable) – Student Orgs = \$25 (non refundable)
- ☑ Signed outing release forms (under age 18, parent or legal guardian signs; age 18+ user signs)
- ☑ Signed Chaperone Policy Guide review statement.
- ☑ Appropriate attire (shorts, sweat suits, swim suit and athletic shoes) is required for all participants.
- ☑ Unless specific arrangements are made, rental groups will not be permitted to use the track, racquetball, exercise machines, spin room, free weight room, or aerobics room. These areas are for members only. Additional restrictions may apply, see the rental confirmation.
- ☑ Participants must keep assigned wrist bands on for the duration of the visit. Those who remove the bands risk ejection from the RC.
- ☑ Always bring locks and towels.
- ☑ All groups with minors (under 18 years of age) require active chaperones in all areas being used.

Shared (during regular operational hours)

- Cost \$8.00 /person paid on event day
School Field Trips \$6.00/student
- Cost of extra staff needed will be billed to renter
- Includes open recreation – with restrictions, equipment and room, if requested and available

Exclusive (usually during non-operational times)

- * Cost includes areas/rooms rented and equipment;
- * Extra charge for staffing & miscellaneous items
- * Cost estimate for 2 hrs full facility and staff = \$1,200 (pools, gyms, game & meeting rooms)
- * Full payment is due 4 business days before event.

Student Jobs



The Office of Recreation offers part-time employment to qualified students. Entry level positions include lifeguard, floor supervisor, intramural referee, customer service associate, facility operator, personal trainer, group exercise leader, swimming instructor, and climb wall instructor. Graduate Assistantship positions may be available at the end of each spring semester. Internships and Practicum opportunities can be custom built for students of almost any major.

FACILITY USE REGULATIONS

Parking

- All cars parked on campus must display a valid University of Toledo parking pass, available at the RC Office and the Parking Services Office in Rocket Hall.
- Most non-student & non-faculty/staff memberships include a visitor parking pass valid for lot 18.
- Handicapped parking spaces are located adjacent to the RC on the east side. Handicapped parking spaces may only be used by vehicles bearing approved handicapped parking permits.
- Motorcycles must be parked in a designated parking space. Parking on sidewalks is prohibited.
- The metered parking spaces are for individuals making brief visits to the facility. Do not park in these spaces when using the facility for recreation. Expired meters are ticketed 24/7, 365 days a year.

Entry / ID

- Enter through the entry turnstile in the lobby. Use of any other exterior door is prohibited and will activate an alarm.
- Present your current valid UT/RC ID at the entry turnstile. An ID not belonging to the bearer or of a suspicious nature may be confiscated immediately.
- Rental guests must present their wrist band or hand stamp for facility entry and equipment checkout.
- Removal of the wrist band during the visit is grounds for ejection from the facility.
- Members forgetting their ID more than twice and wishing to enter the facility, must purchase a guest pass for \$8.00. The patron must have picture ID and their membership must be verified.
- Students, faculty and staff who have lost their ID or **who have an ID that is unreadable or with unclear photo** must pay to have the ID replaced by the Campus Card Office in Rocket Hall.
- Members who have lost their membership ID or **who have an ID that is unreadable or with unclear photo** must purchase a replacement card at the RC Office. Cost - \$10.00.
- The Recreation staff reserves the right to ask for additional identification at any time. Individuals unable to verify their identity to the satisfaction of RC staff will be denied entry.
- Guests are required to be accompanied by the sponsoring member for the duration of their visit and present picture ID, as well as the valid guest pass, for entry.

Reasonable Accommodation

- Any RC user who has need of special accommodation may check in at the main office.
- RC staff are authorized to allow guests to enter without using the turnstile.
- RC staff are authorized to temporarily convert an entry level restroom into a private, family restroom to accommodate guests who need assistance in dressing or personal hygiene.
- RC staff will happily escort guests through the locker room as needed.
- RC staff are not trained in assisting with transfers or in assisting with dressing or personal hygiene and, therefore are not permitted to do so.
- Individuals who require the assistance of a personal attendant must register the attendant with the office in advance of entry.
- Service animals are welcome in the facility.
- The RC building, programs, and services are intended to be accessible. Any guest who needs additional accommodation may check in at the front desk.

Photo Pass Policy

- Photography of any kind (including cell phone and video cameras) is strictly prohibited unless prior permission is granted.
- Guests who wish to take photos or video must check in at the front office reception desk.
- These guests will be informed of the photo privacy policies and will be required to sign that they have read and understand them.
- In exchange for a photo ID, the guest will then be issued a photo pass which must be clearly displayed at all times during the visit.
- The photo pass must be returned to the reception desk prior to leaving the RC.

Lockers / Locker Rooms

- Always bring and use a lock to protect valuables. A sturdy combination or key lock is recommended.
- Clothing and bags must be secured in lockers. **Items left unattended or creating a hazard will be picked up RC staff and the owner will face disciplinary action.**
- Coin lockers (25¢) are available in both men's and women's locker rooms. Wallet lockers (5¢) are available adjacent to the issue desk.
- **Locks may be checked out with a photo ID at the equipment issue desk on the lower level of the RC – limited availability.**
- Lockers may not be used overnight. Locks and contents not removed at the close of each day are confiscated. Belongings may be picked up at the issue area after payment of lock cylinder replacement cost (coin-operated lockers only) at the RC Office.
- Items not claimed by Friday of the week they were left at the RC are sent to the Campus Police Office.
- **Co-ed use of locker room facilities is limited to parentally supervised children who are 5 years of age or younger.**
- Children **ages 6-13 are required to use the gender correct locker room** accompanied by a parent or guardian of the same sex.
- SRC staff will happily escort children through the locker room as needed.
- SRC staff are authorized to temporarily convert one of the entry level restrooms into a family restroom upon request.
- Glass containers are prohibited in the locker rooms, shower facilities, the pool area and sand volleyball patio to prevent injuries from broken glass.

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Attire & Footwear

- Appropriate athletic footwear must be worn whenever playing on any surface or using recreational areas. Open toe shoes are strictly prohibited in the free weight room.
- Natatorium footwear is limited to pool approved footwear. All street shoes are prohibited on the pool deck.
- Any athletic shoe which marks or mars the floor is not permitted. **Shoes with spikes are not permitted.**
- Participants must wear appropriate exercise attire: T-shirts, shorts, warm-up suits, sweat suits, tennis clothing, or aerobics attire. Street clothing is not permitted as it can be dangerous and confining when exercising.
- **Head coverings that limit the line of vision (such as ball caps) are not prohibited on the gym courts and climbing wall.**
- A T-shirt that covers the full torso is required for participants to use all exercise machines and free weight rooms. A full shirt reduces skin contact with the benches, absorbs sweat and reduces the spread of skin infections.
- Clean swim attire must be worn in the pools and spa for health purposes and to reduce stress on the filtration system. A clean T-shirt may be worn over swim attire. Cutoff shorts, underwear and unapproved footwear are prohibited.
- Patrons must remove their shoes before crossing the pool deck when going to or from the outdoor patio and sand volleyball area. Please wash sand from your feet and body before entering the natatorium to access the locker rooms.

Equipment

- To protect the physical integrity of the facility patrons are not allowed to bring their own equipment to the RC. Exceptions to this policy include equipment of a personal nature such as weight belts, racquetball racquets, pool cues and the like. Aquatic equipment that has been used in other aquatic locations is strictly prohibited.
- Users must show their ID and sign equipment out and back in at equipment issue areas.
- An individual who fails to return checked out equipment or who returns damaged equipment must pay to replace the lost, stolen, or damaged equipment. The violator will be prohibited from entry to the SRC until restitution is made.
- If a patron plans to transfer equipment to another member, both patrons must report to the issue desk with ID to record the switch.
- Equipment that requires a rental fee (racquets) must be paid for in the RC main office. The receipt of purchase must then be taken to the issue counter to secure the item.
- Televisions, radio/tape systems, video cameras, and movie cameras are **prohibited unless approved in advance by the RC office staff.**
- Patrons are welcome to use personal listening devices with earphones, but **devices that project sound are prohibited.**

Equipment available for check out

Entry Counter

air hockey paddle/puck
darts
table games

billiard balls, cues, rack
foosballs
table tennis paddles

Issue Counter

badminton racquets \$1
pad locks
indoor soccer balls
racquetball racquets \$1
tricep rope
walleyballs

basketballs
dip belts
jump ropes
reading racks
volleyballs (indoor, sand)
weightlifting belts

Suggestions

Members are encouraged to express their opinions and suggestions to the recreation staff. A suggestion box is located in the reception office of the RC. Users wishing to contact the Director of Recreation may direct their call to (530-3700) or e-mail, jeffery.witt@utoledo.edu.

Food, Beverage and Tobacco Use

- Tobacco use is prohibited in all UT facilities.
- Possession and/or consumption of alcoholic beverages is prohibited in all recreation facilities.
- Food and beverages, other than water, may not be brought into the RC activity areas.
- Approved areas for food/beverage consumption are the meeting rooms (if reserved) and the pool observation area.
- Gum is prohibited in the aquatic area and is discouraged in all other activity areas.

Lost and Found

- The University of Toledo is not responsible for lost or stolen articles. Do not bring valuables to the facility.
- The recreation staff is not allowed to hold valuables for users.
- Clothing, bags and all personal items must be locked in lockers provided.
- Contact the Office of Recreation, RC 2105, to inquire about items forgotten or lost in the facility.
- Items not claimed within 5 days are donated to charity or destroyed.

Injuries/Incidents

- If an injury or **incident** occurs, please contact a member of the recreation staff immediately.
- **Call 419.530.2600 to reach campus police. Call 911 for an ambulance.**
- First aid supplies are available in the RC at the entry control, issue area, and pool office. All supplies are for first aid purposes ONLY.
- AED (Automatic External Defibrillator) device available for emergencies through RC staff members; to be used only by RC staff members.
- The University and its staff are not responsible for injuries. All participants are financially responsible for all expenses related to injuries and emergency care, including medical care, ambulance, and other expenses.

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Emergency Procedures

- In the event of a fire or other emergency, alarms will sound throughout the facilities.
- Recreation staff members or University personnel will provide users with evacuation instructions.
- Do not use the elevator in an emergency. Users needing help to exit the building should call aloud for help or use an emergency phone, campus phone or another patron to call for assistance.
- In the event of a tornado alert or extreme storm conditions, follow the directions of recreation staff. You will be asked to leave large open areas such as gyms and/or areas adjacent to glass windows and walls to seek shelter in designated areas of the building. Remain in designated areas until recreation staff informs you it is safe to leave.
- **In the event of an approaching electrical storm or tornado alert, outdoor facility users should immediately seek cover indoors.**

Anti Discrimination Policy

The University of Toledo is committed to a policy of equal opportunity and no differentiation will be made based on race, color, religion, sex, age, national origin, sexual orientation, veteran status or the presence of a disability. The University will take affirmative action as required by federal or state law.

OUTDOOR RECREATION AREAS *(as weather permits)*

Tennis

- Outdoor tennis courts are available from March 1 through the third week of November, **weather permitting**.
- Courts are available on a first-come, first-served basis with reserved functions taking priority.

Carter Hall Recreational Fields

- Grass fields are available during the Fall, Spring and Summer sessions on a reservation basis. The fields are open for informal recreation as weather and scheduling permits.
- An open/closed sign is posted at the field entry.

Outdoor Sand Volleyball

- Two lighted sand volleyball courts are available outside the RC natatorium complex. The courts are open for play during designated RC hours.
- An open/closed sign is posted in the entry lobby for member convenience.
- The season for the courts is April 15 - October 31, weather permitting.

AREA & ACTIVITY SPECIFIC REGULATIONS

- **Patrons are expected to read and adhere to published and posted user regulations in all activity areas.**
- **Patrons are expected to follow the instructions of recreation staff at all times.**
- **Use of the facilities for private lessons, instruction, training, or in any way to make a profit is prohibited.**

Game Rooms

- The game rooms will be open for use during all building hours. Equipment may be borrowed at the entry control counter in the lobby.
- Do not sit on or store belongings on the tables. Use a locker or place items under the table in use.
- Food, beverages, tobacco use and gambling are strictly prohibited.
- Users need to limit time of play to posted time limits when others are waiting.

Meeting Rooms

- Five meeting rooms are available in the SRC. The rooms suit a variety of group sizes and functions.
- Rooms may be reserved for exclusive use or as part of a shared rental. Complete a rental application and pay the application fee at the office to reserve a room.

Auxiliary Gym

- Scheduled RC functions have priority use.
- All gym court policies apply to this area.
- Non-marking athletic shoes are required, field shoes or any athletic shoes that mark the floor are prohibited.
- DO NOT place tape on the floors or walls.

Aerobics / Group Exercise Room

- Scheduled RC programming has priority use.
- Proper athletic footwear is required to use the room. Any shoe that marks or mars the floor is prohibited. Bare feet will be allowed for martial art activities, but shoes must be worn to and from the Aerobics Room.
- Use a towel or wear a full T-shirt when using aerobic mats to reduce skin contact and the spread of infections.
- Children less than 14 years of age are prohibited in the Aerobics Room during RC classes, unless attending an activity specifically designed for them.
- Martial arts groups may use focus mitts, striking boards and other forms of external equipment, but weapons are strictly prohibited.
- Fencing groups may use approved weapons in the Aerobics Room, but appropriate safety equipment must be worn and safety techniques must be strictly observed.
- DO NOT place tape on the floors or walls.

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Exercise Areas/Free Weight Room

- Workout attire must be worn to use the exercise machines and free-weight room. Attire includes sweats or sport shorts, full athletic shoes (no open toe shoes) and T-shirt or top that covers the full torso of the body.
- For health reasons, shirts which cover the trunk of the body (or a towel) must be used to avoid skin contact with equipment.
- Weight gloves only, no chalk.
- Users not familiar with the operation of the exercise machines should register with the Wellness Center to attend a training seminar.
- The machines and weights should be used with care. Dropping plates, dumbbells, or weight stacks can cause injury and damage.
- Limit the length of your workout at a single station to posted limits when others are waiting.
- Users must adhere to posted user guides on machines and equipment.
- Keep head and limbs clear of weights and moving parts at all times.
- **The free weight room may be closed, without notice, to rack weights and ensure the room is safe for all users. Your help in racking the weights you use will reduce the need to close the room.**

Gym Courts

- All personal belongings are to be secured in a locked locker.
- Observe posted policies and rules.
- Slapping the backboards and hanging on rims or nets is prohibited because of the risk of injury and potential damage to the equipment.
- The courts may be used for designated activities only. Approved outdoor sport activities and use of projectiles such as footballs and baseballs are restricted to the Auxiliary gym.
- **Use of court is limited to 45 minutes when others are waiting.**
- Check out equipment on the lower level, personal equipment is not permitted.
- Badminton can be set upon request when a half court space is available.
- One court is dedicated to volleyball **and one half court is dedicated to badminton** at all times unless scheduled for organized RC programs. Individuals using this area for other activities will be required to move to another court or activity area **if volleyball or badminton play begins.**

Racquetball Courts

- Safety goggles are **highly recommended**.
- Racquetball racquets are required to have bumper guards and wrist ropes/straps.
- Black racquetballs and/or any ball that marks the walls are prohibited.
- Athletic shoes are required. Any athletic shoe that marks the floor is prohibited.
- Shirts must be worn at all times on the courts.
- Racquetballs may be purchased at the office.
- Racquetball racquets may be rented for \$1.00 per use per racquet. Pay for rental at the office and present your receipt to claim equipment at the issue desk.
- Children less than 14 years of age are prohibited unless playing with their parent.
- Rental groups are not permitted to use the racquetball courts unless prior arrangements are made and indicated on the rental confirmation.

Patio/Sand Volleyball Courts

- Entrance to the patio is through the pool area only. Patrons must remove shoes before crossing the pool deck to and from the patio.
- Glass containers, use of tobacco, and alcoholic beverages are strictly prohibited.
- The area is open April 15 through the end of October, weather permitting.
- Patrons are required to remove sand and grass from their clothing and bodies before crossing the pool deck to return to the locker areas.
- Equipment must be checked out at the issue area for use in the volleyball area. Please do not bring personal equipment.
- Music is restricted to personal listening-devices with ear phones.

Track

- Approved footwear for the RC track includes: non-marking athletic shoes, and track shoes without spikes.
- Running direction is patterned to help reduce leg stress associated with running tight turns.
- Users should use a cuspidor to clear their mouth. Do not spit on the floors, walls, or in the water fountains. Help keep the facilities neat and limit the spread of infection.
- Track users are required to wear a shirt/top.
- Children less than 14 years of age are prohibited unless running with their parent.
- **DO NOT** place tape on the floors or walls.

Cycling Room

- This room is only available for staff training and scheduled RC classes.
- Children less than 14 years of age are prohibited.



Natatorium

Natatorium Age limit notices

- Children less than 6 years of age are prohibited from using the water slide and the diving pool, and from taking the test to qualify for use of these areas.
- Children age 6-13 must earn & wear a RC swim skill patch or test bracelet to use the water slide and all areas of the pools deeper than 5 feet.
- Children less than 14 years of age are prohibited in the spa, on the spa steps, and in the sauna.

Pools

- Health policies recommend all swimmers take a complete soap shower before using the pools or spa and before swimming after use of the sauna.
- Clean swim attire is the only approved clothing for use on the pool deck, in the pools & spa. A clean T-shirt may be worn over swim attire.
- Clean swim shoes or thongs are the only footwear approved for use on the pool deck.
- Patrons with open sores, skin irritations, rashes, or casts are asked to refrain from using the pools and spa.
- All activities may be stopped by the lifeguard.
- Horseplay will not be tolerated. Running, dunking, pushing, water fighting, chicken fights, etc. are dangerous and are prohibited.
- Water toys, water wings, life jackets and rafts may not be brought into the pools.
- Participants are welcome to bring in and use personal use items such as goggles, mask and snorkel, swim caps, etc.
- Glass containers are strictly prohibited from the pool, deck area and outdoor patio for the safety of all users.
- The pool may be closed or have limited availability due to intercollegiate swim meets, RC instructional programs and rentals. Closing notices will be posted prior to events that disrupt the regular schedule (see last page).

Spa

- Health policies recommend that all users take a complete soap shower before entering the spa.
- Pregnant women, elderly persons and/or persons with medical problems should not enter the spa without prior medical consultation and permission from their doctor.
- Avoid food or alcoholic beverages prior to using the spa.

Sauna

- Pregnant women, elderly persons and/or persons with medical problems should not enter the sauna without prior medical consultation and permission from their doctor.
- It is recommended that participants remove all jewelry before using the sauna.
- Under no circumstances should users wear excess clothing such as a sweat suit, long pants, long sleeve shirts, or a rubberized suit while in the sauna.
- Users are required to bring and sit on a towel.
- After using the sauna, a full soap shower is recommended before entering the pools or spa.

Climbing Wall



Open Hours - Rec Climb

* Scheduled classes & SRC Programs have priority and may interrupt regular recreation climb use.

Monday - Friday 3 pm - close
Saturdays & Sundays Opening - close

- Minimum age for users is 6 years of age - must fit securely in a harness (seat or full body) if top rope climbing.
- Minimum age for belay & spotting is 14 years of age.
- All boulder users under age 14 must have a spotter.
- All top rope climbers must have a belay partner and must present a valid RC climb card with photo ID.
- Climb card is earned by completing a climb clinic or challenge. Cards are valid for 1 calendar year or 3 calendar months. See display case for clinic times and dates.
- Users must observe proper safe belay techniques and correct communication commands at all times.
- Only RC climbing wall ropes, carabiners & belay devices may be used in the facility.
- Personal harness, shoes, helmets and chalk bag may be used if UIAA and RC staff approved.
- Climbers are required to wear climbing or gym shoes on the wall – hard-soled shoes and bare feet are not permitted.
- No jewelry or excessively loose clothing allowed.
- RC staff has authority to enforce all climbing policies. Violations of policy may result in suspension of privileges and or card.
- Wall supervisors may not belay or serve as a spotter when on duty.
- Maximum wall capacity is 6 persons at any one time. Maximum cave capacity inside the wall area is 14 persons at any one time.