

Fitness Center Policies & Procedures

Entry into the Fitness Center:

1. All users must present Mount St. Mary's ID card EVERY time they want to workout. Alumnae must present Alumnae card (ALL Alumnae will need their new Mount issued card beginning October 1, 2006)
2. We currently do not have capabilities to "look" up your student/staff/alumnae/faculty status, therefore, a Mount ID is ALWAYS required.
3. No one under the age of 18 will be allowed in the weight room or dance studio. Those under 18 are only allowed in the swimming pool and tennis court area and MUST be supervised by card holder at all times.
4. Report cards, class schedules, classmate "verification" (another Mount student, staff or faculty claiming that you are a student/staff/faculty member) does not replace a Mount ID card and you will not be allowed entry.
5. Maintenance, Housekeeping and other uniformed Mount employees may use/enter the Fitness Center with their uniform as proof of status.
6. Due to privacy policy, we cannot tell you who is currently using the facility or who is out at the pool.
7. We cannot return IDs cards to anyone but the official owner of the card.
8. Lost Mount ID cards will need to be replaced by Food Service. Food Service may issue temporary ID cards for lost or stolen cards, this may include a charge that will be paid directly to Food Service. Temporary IDs are accepted at the Fitness Center with photo ID. We cannot accept temporary IDs from anyone for longer than 2 weeks. Please check with Food Service for their hours and appointment times.
9. The Doheny Fitness Center does not have a neighbor program. We cannot accept any form of gift or payment from anyone (Mount affiliated or not) for Fitness Center entry.
10. Alumnae must take the proper action to receive their Alumnae Card from Alumnae Relations.
11. Refusal to abide by any Fitness Center rules may result in immediate removal from the Fitness Center, and possibly future restrictions to the Fitness Center.

Guest Policy:

1. Mount students, staff and faculty are allowed 2 guests in the Doheny Fitness Center (Rules are different at Chalon, please call ahead for their rules (310) 954-4345).
2. Mount Alumnae are allowed 1 guest only (Doheny AND Chalon Policy as of September 1, 2006).
3. ALL guests must fill out our Guest Waiver EVERY TIME they want to use the facility. EVEN if they have filled it out before.
4. Guests must abide by all Fitness Center rules and cannot use the weight room or dance studio if under 18.
5. Guests may be restricted on use of equipment during peak hours: Monday-Thursday 8AM-10PM and 4:30-8:30PM. Current Mount students, staff, faculty and Fitness Education Classes have first priority on ALL equipment, pool and courts.
6. Current Mount students, staff and faculty cannot enter as another Mount's user's guest. This is abuse of the guest policy and could lead to termination of guest privileges.

Fitness Center Hours:

1. Fitness Center Hours can change without notice due to staff training, holidays, college breaks and staffing. Please call (213) 477-2673 for last minute changes, especially if you are making a special trip to the Fitness Center. Chalon (310) 954-4345
2. The Fitness Center front doors and swimming pool close 15 minutes before official closing time. This is to allow you to wrap up your workout and shower and change as necessary. No one will be admitted 15 minutes before closing.
3. The T.V. and Radio are turned off 10 minutes prior to closing.

Fitness Education Classes:

1. Participation in Fitness Education Classes (PED classes) is for those REGISTERED for these classes ONLY. You MUST be enrolled in the class to participate.
2. Mount students who are enrolled in a Fitness Education class are expected to be on time and cannot miss more than 4 classes for bi-weekly course, and 2 classes in any weekly course.
3. Mount students enrolled in Fitness Education classes do not need to sign in or present their Mount ID upon arrival at the Fitness Center. Please let the front desk know that you are enrolled in a Fitness Education class. If you intend to stay after a Fitness Education Class, you will need to present your Mount ID to the Fitness Center Front Desk.
4. Occasionally we host classes that are FREE and OPEN, this means any Mount student (with current Mount ID) may attend these classes.

Reserving Fitness Center Facilities:

Fitness Center facilities (swimming pool and courts only) may be reserved for campus related activities. Those wishing to reserve the swimming pool or tennis court must follow procedure.

1. Person wishing to reserve must fill out a "Facilities Request Form" available on our website. Form MUST be filled out and submitted 2 weeks prior to the event. Forms turned in less than two weeks prior to the event will not be given preference.
2. Filling out the request form does not guarantee use of the facilities. Your request must be approved by Fitness Center Management. You will receive a phone call from Fitness Center Management, on the number you have provided on your request, regarding your event status.
3. The guest policy is still in place, as well as Mount ID requirements, meaning all attendees must have their Mount ID, and guests are limited to 2 for students/staff/faculty and 1 per alumnae.
4. The Dance Studio and weight room are NOT available for reservation.
5. If you would like to use the BBQ, you must fill out the BBQ request form (also available on our website). BBQ is first come, first serve. Use must be approved by Fitness Center management.
6. Additional setup must be requested to Campus Events/Facilities Management. The Fitness Center does not complete this for you. Requests for setup may have different due date requirements, please check with Campus Events/Facilities Management.
7. We encourage you to allow others use of the pool during your event (if a casual event). Not only does it allow your group to "advertise" your events and recruit members, but it allows us to continually provide a facility that is accommodating to all and puts students first.

Family Parties:

1. Family parties MUST fill out ALL proper insurance, forms, and PAY appropriate fees to Campus Events. Fitness Education must approve of dates and times for all events. ALL paper work MUST be filled out 2 weeks in advance, NO EXCEPTIONS.
2. If your party plans to bring children under 18, a Current Certified Lifeguard MUST be present at all times. It is your party's responsibility to find a Current Certified Lifeguard. The Fitness Center does

NOT provide this. Proof of current certification MUST be turned in at least one week before the event or your event WILL BE CANCELED.

Grounds for Dismissal:

The Fitness Center is not a right but a **privilege**, and the following behavior could have you temporarily or PERMANENTLY excused from the Fitness Center.

1. Disrespect to any Fitness Center employee or user (including but not limited to: Foul language, not adhering to Fitness Center staff rules, arguing with Fitness Center rules, policies or staff, etc)
2. Theft of any Fitness Center or user's equipment.
3. Entry into the Fitness Center, courts or pool area during closed hours or without turning in a current Mount ID.
4. Breaking or damaging any equipment intentionally, or consistently using equipment in a way the will wear the equipment faster than it should wear (ex: throwing, dropping, banging weights).
5. Either allowing a current Mount student/staff/faculty to pose as your guest because they do not have their Mount ID- or in reverse- Posing as a guest when you are actually a current Mount student, staff or faculty member.
6. Propping outside swimming pool door open unless it is an emergency.
7. Participation in a Fitness Education class without being enrolled.

The Fitness Education Department and Fitness Centers reserve the right to change policies without notice and at anytime at Management's discretion.