**Membership**

C.1 Student Membership Categories

**Student Membership**
Current UND students, who are enrolled in classes and paying mandatory student fees, are eligible for membership by signing a waiver of liability. Some course registrations do not include the mandatory student fees and thus enrollment does not qualify for entry into the Wellness Center, without a paid membership. Examples that do not require payment of the mandatory fees include correspondence courses, continuing enrollment credits and audits.

**Non-Enrolled Student Memberships**
- The Non-Enrolled student membership is available for purchase to UND students who are not currently enrolled in classes during the summer semester.
- You must be enrolled in the next semester and have been enrolled in the spring.
- Proof of enrollment for the fall semester is required at the time of sale.

**Incoming Student Memberships**
- Any student attending UND for the first time will be eligible for membership after providing documentation with either a letter of acceptance or through a printed class list showing they are enrolled in classes.
- After documentation has been provided the student will be subject to the student rate.

Other approved student affiliations may be eligible to purchase membership through an agreement with the Wellness Center.

C.2 UND Employee Memberships

Current UND faculty and staff are eligible to purchase a membership.

C.3 Wellness Center Associate Membership

Any member of the Wellness Center may sponsor a new member, 18 years of age or older, at the Associate Member rate.
- To purchase a sponsored membership or day pass, both the current member and sponsored member must be present. Either the current member or the sponsored member may purchase the membership.
- Wellness Center employees cannot sponsor a member during their scheduled work shift.
- Renewal of the sponsored membership requires both parties to be present at the point of sale.

The Wellness Center recognizes the partners and affiliates of the University and will offer a membership equal to a University Associate membership. The following are considered to be recognized affiliates of the University.
- Aerospace Foundation
The Wellness Center recognizes the following organizations as associates:

- Campus Ministries which include Christus Rex, Wittenberg Chapel, St. Thomas Aquinas Center, FOCUS and United Campus Ministry
- North Dakota Museum of Art
- Skalicky Tech Incubator
- Osher Lifelong Learning Institute (OLLI)
- Bronson Property Businesses

Requests to become a recognized associate should be directed to the Coordinator of Membership and Facility Services. Final approval will be granted by the Wellness Center Executive staff.

### C.4 Membership Rates

<table>
<thead>
<tr>
<th>Memberships Rates</th>
<th>Month</th>
<th>Annual</th>
<th>Semester (Fall/Spring = 4.5 mo.)</th>
<th>Summer (3 mo.)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fee-paying Students</td>
<td>$28.64</td>
<td>*</td>
<td>$128.88</td>
<td></td>
</tr>
<tr>
<td>Faculty/Staff</td>
<td>$30</td>
<td>$360</td>
<td>$135</td>
<td>$90</td>
</tr>
<tr>
<td>Non-fee paying Students</td>
<td>$40</td>
<td>$480</td>
<td>$180</td>
<td>$120</td>
</tr>
<tr>
<td>UND Associates</td>
<td></td>
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</tr>
</tbody>
</table>

* Depends upon individual enrollment for summer

- Spring semester membership: January 1- May 15
- Fall semester membership: August 16-December 31
- Summer semester memberships are available from May 16 to August 15

### C.5 Payment

Memberships may be purchased during hours of operation at the Welcome Desk and paid for by cash, check or credit card. The Wellness Center accepts the following credit cards: Visa, MasterCard and Discover. Renewals may be processed online using the Wellness Center member portal ([http://und.wellnessregistration.und.edu](http://und.wellnessregistration.und.edu)).
Members who are salaried and benefited employees of the University may sign up for payroll deduction. Payroll deduction allows your dues to be directly withdrawn from your paychecks each month. To sign up for payroll deduction you must complete the payroll deduction authorization form.

- All **salaried**, 9 and 12 month benefited employees of the University of North Dakota are eligible for payroll deduction. Hourly employees are **not** eligible for payroll deduction.
- A deduction will be taken each pay period, in accordance to the applied membership dues. 9 month employees will pay for their membership in 18 pay periods and 12 month employees will pay for their membership in 24 pay periods.
- Memberships will be paid through the Payroll Office at the University of North Dakota or through special arrangements of the corresponding affiliate organization.

C.6 Cancellations

All members of the Wellness Center, except UND Students are eligible to cancel their semester or annual memberships. No other membership type is eligible for cancellation, i.e. day and month.

1. All cancellations must requested by completing the Membership Cancellation Form.
2. At least thirty days’ notice from the day you want your membership canceled is required.
3. At the time of cancellation the Wellness Center may refund a prorated amount of the membership dues.
4. All Wellness Center account balances are due at the time of cancellation.

All payroll deduction members must adhere to all cancellation policies as well as submit the payroll deduction authorization form indicating cancellation.

C.7 Leave of Absence

Any member, except UND Students, may request a temporary leave of absence by completing a Temporary Leave of Absence Form. The member will be contacted as to the status of his/her request, and arrangements will be made as to how the membership will be handled.

C.8 Conflicts

Conflicts regarding membership status, refund, cancellation, or leave of absence requests shall be referred to the Coordinator of Membership and Facility Services. Decisions may be appealed through the Student Wellness Advisory Committee (SWAC).