MINOT STATE UNIVERSITY STUDENT WELLNESS CENTER PERSONAL TRAINING CONTRACT

This training contract is to be discussed before any services are purchased. Each client and trainer needs to sign and date this form.

____ Clients must be current MSU Wellness Center members. If a member does not have enough time on their membership to complete a personal training package, no sessions can be completed until membership status is active.

____ The MSU Wellness Center reserves the right to deny services to participants who may not be able to exercise safely within the program parameters. If it is determined that the client has responded "yes" to a question on the PAR-Q or two or more risk factors for coronary heart disease, based upon criteria set forth by the American College of Sports Medicine, he/she may be required to consult a physician before receiving personal training services from the MSU Wellness Center.

____ All sessions will be conducted with affiliation with the MSU Wellness Center. This means that training may occur at other MSU locations to include places such as the Herbert Parker Football Stadium, campus green space, or walking paths. Outdoor personal training is acceptable as long as a there is mutual acceptance of the location and the packages are being tracked at the MSU Wellness Center.

____ Training sessions will be between 45 minutes and a maximum of 60 minutes in length per day.

____ Cancellations for each session must be made a minimum of 24 hours prior to the scheduled session. Cancellations must be made by calling the trainer directly or by calling the fitness desk during regular Wellness Center hours of operation. Every effort will be made to reschedule a training session according to the mutual availability of the client and trainer.

____ If a cancellation is not made a minimum of 24 hours prior to the scheduled session, the client understands that he/she will be charged for the session (unless a prior agreement was discussed with the trainer). Likewise, a "no show" counts as a session serviced, and the client will be charged.

____ Personal training sessions must be conducted as one-to-one (one trainer, one client). Group personal training sessions must be conducted with the appropriate number of clients to trainer ratio depending on the package purchased.

____ Personal training will only be conducted by current MSU Wellness Center Personal Training staff. Other personal trainers are not allowed to conduct training services within the MSU Wellness Center.

____ All personal training sessions start at the time of the mutually agreed scheduled appointment between the client and the trainer. The client understands that if he/she is late, that time will be deducted from his/her hour-long session.

____ All packages have expiration dates. If an extended leave of time for vacation, emergency situation, etc, arises for the client and/or the trainer, there must be a written explanation of the situation and proposed accommodations submitted to the supervisor of the Personal Training team. Per the supervisor's discretion, extension of the package may be granted.

____ All personal training options must be paid up front with the MSU business office. Trainers may not accept any direct or additional payment for their services.

____ Personal training sessions are non-transferable and non-refundable. Medical conditions, which prohibit the safe conduct of training sessions within the one-year completion period, may result in a refund of unused sessions. Written explanation of the condition must be submitted to the supervisor within one year of the purchased date.

____ All paperwork related to a client and their service is property of the MSU Wellness Center and must remain in the Wellness Center at all times. All personal trainers are prohibited from removing such information from the Wellness Center.

____ Any trainer who does not show up for a scheduled appointment will be subject to disciplinary action up to and including termination.

____ Trainers may only sell and promote MSU Student Wellness Center programs. Selling or promoting any other program is not permitted. Violations of this policy may result in disciplinary action up to and including termination.

_____ _____

Client Signature Date Personal Trainer Signature Date

_____ _____

Print Client Name Print Personal Trainer Name