



POLICIES AND PROCEDURES

University of Oregon – Personal Training

Your success in your fitness goals and overall well-being is most important to us. For your success, you must understand that personal training is a partnership; your active participation is essential. Your participation in both gym workout sessions and personal/home exercises are integral to your success in reaching your goals for a healthier lifestyle.

Personal Training is a joint adventure between the Personal Trainer and client. In personal training we look at your body as a whole-integrated system, and are concerned with your activities of daily living as well as sports and performance. On the initial visit we will look at your current exercise status and reasons that bring you here, as well as your fitness and health goals. With this in mind, functional movements will be assessed. Appointments include a combination of exercise, focusing on your cardiovascular and muscular fitness and other techniques to keep you moving throughout the day.

We ask that you arrive to your appointments on time and try to make all scheduled sessions for your benefit and the schedule of the Personal Trainer. Your success is important. We hope that your experience in Personal Training is educational, enjoyable, and overall a worthwhile experience. Thank you for your participation and cooperation.

ALL Personal Training appointments must be paid for prior to the session. **No training sessions will be scheduled without payment.** You may pay by charging your University account, cash, debit, credit or check. **All training session packages must be completed within three months of purchase date.**

Appointment cancellations MUST be received at least 24 hours before the scheduled workout or this will be considered a no-show and cannot be refunded. You will be charged for the appointment as scheduled. **If cancellations exceed 20% of your 10 or 20 session packages,** you will forfeit the remainder of your package. Cancellations must be made directly with your Personal Trainer or through the Coordinator of Fitness Programs, (541) 346-1058.

In the RARE occasion that a trainer should need to cancel a session, they must first confirm with the Coordinator of Fitness Programs and call the client at least 24 hours prior to the scheduled appointment. The session should be rescheduled between you and the trainer.

You are expected to be punctual and understand that the Personal Trainer may have appointments immediately following your workout. As a courtesy to the next client, you must understand that tardiness will result in the length of your session being limited to the pre-set appointment time slot. If after 15 minutes you do not show up for an appointment, the session is cancelled without refund. In the rare instance, of your Personal Trainer being late, the length of your workout will not be affected or will be added to the next session.

All buddy/small group sessions must be used as a partner/group session. If one or more clients cannot attend, the price and appointment will not change.

Fitness Assessment Pre-Test Instructions

- Wear shorts, t-shirt and athletic shoes.**
- Drink plenty of fluids over the 24-hour period preceding the test.
- Abstain from tobacco, alcohol and caffeine for 3 hours prior to the test.
- Avoid exercise or vigorous physical exercise the day of the assessment. It is best if the assessment is the first exercise you perform for the day.
- Get an adequate amount of sleep (6-8 hrs) the night before the assessment.
- Avoid scheduling an assessment if you have recently been ill.