



# Rec Sports

## *Payroll Deduct Membership Application Packet*

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### **Overview**

Thank you for your interest in signing up for the Rec! We are thrilled to support you in your quest for a healthy lifestyle.

Submitting this form will elicit changes to your payroll and payroll deduction plans; so, please take a moment to review this packet before you submit it. If you have any questions at all, please do not hesitate to contact our office: 361-593-3059 or [recsports@tamuk.edu](mailto:recsports@tamuk.edu).

### **Pricing, Access, Eligibility, & Add-On Services**

#### ***Membership Tiers***

All membership tiers require an active TAMUK/TAMU-HS ID within a week of membership purchase.

#### ***Faculty/Staff***

Current faculty/staff on-campus at TAMUK and its related properties are eligible to purchase this tier. This includes TAMUK, College of Pharmacy, and SSC workers.

#### ***Spouse/Partner & Dependents***

Spouses/partners and dependents living in the faculty/staff member's household are eligible for faculty/staff pricing. Note, the faculty/staff member must maintain active membership as a sponsor of their spouse and dependents in order to receive this pricing tier. Otherwise, they will be considered for the community pricing tier.

Note, children of faculty/staff that are home from college for a short period of time are eligible as well. These instances are usually better purchased as either day passes or punch passes. Again, the faculty/staff member must have an active membership for their children to receive this pricing tier.

Please also note, that children under the age of 12 are excluded from weight/cardio room usage. Children ages 12-15 may use the weight room, but their parent/guardian must remain with them at all times. Regardless, children 15 and under must have a parent/guardian with them at all times throughout their visit.

## ***Payroll Deduct Pricing***

<b>12-Month Faculty/Staff</b>	
	Monthly Membership Rate
<b>Faculty/Staff</b>	\$41/month
<b>Spouse/Dependent</b>	\$41/month

<b>9-Month Faculty/Staff</b>	
	Monthly Membership Rate
<b>Faculty/Staff</b>	\$50/month
<b>Spouse/Dependent</b>	\$50/month

## ***Access included with membership***

The Faculty/Staff membership grants you access to the Student Recreation Center, Recreational Sports Field Complex, Group Exercise Classes, Intramurals, and the Javelina Gaming Lounge.

## ***Additional Services***

### *Day-Use Lockers & Towels Service*

Members will have access to day use lockers, showers and towel service. Patrons can get a key for day use lockers in the Locker Room and in the facility to store items while at the Rec Center. As long as day use key is return before closing, patrons won't be charged. Patrons will be charged \$5 per each day, the day use key isn't returned.

## **Frequently Asked Questions**

### **Pricing**

#### ***How was the price point developed for faculty/staff memberships?***

State Statute 54.539(g)(2) states that the department may open the membership up to non-enrolled persons, and "the person is charged a fee that is not less than the student fee". Since students currently pay a recreation fee of \$450 per year, the pricing option for faculty/staff is in alignment with the student fee. Also, the department believes this is a good value for the amenities offered.

#### ***What's the difference between 12-month and 9-month faculty/staff memberships?***

The price difference exists, because there is a shorter time frame to pull the payroll deduction from 9-month faculty/staff members. The 9-month membership is only available for 9-month faculty/staff members (regardless of late contract extensions).

## Payroll Deduct

First and foremost, it is important to note that the Payroll office only facilitates the deduction. Their office is not responsible for Rec Sports policies, pricing, etc. If you have a payroll deduct question about Rec Sports memberships, it is probably best handled by our main office: 361-593-3059 or [recsports@tamuk.edu](mailto:recsports@tamuk.edu).

### ***How do I sign up for payroll deduct?***

Simply complete this form and email it to [recsports@tamuk.edu](mailto:recsports@tamuk.edu) or return it to the Welcome Desk of the Student Recreation Center. Your deduction will be drawn on the following month, but your access will begin immediately.

### ***When is the deadline for sign-up?***

To streamline the process, we have eradicated the deadline to sign-up for payroll deductions. If you sign-up before the 10<sup>th</sup> of each month, it will be drawn on your following paycheck. If you sign-up after the 10<sup>th</sup>, then you will owe an upfront cost of one month as it will not begin to draw until two months later.

You may add-on spouse/partner and dependent memberships at any time by completing and updated deduction form. The same up-front fee applies if it is after the 10<sup>th</sup>.

### ***When will the payroll deduct end?***

Simply put, the Rec Sports membership payroll deduction is evergreen and will not end until you complete a cancelation form. This is true for 9 and 12-month faculty/staff.

### ***How do I end payroll deduct?***

*Please contact our office first.* We will send you a cancelation form. The forms are also available from the Welcome Desk. Ideally, we would be notified of your cancelation request before the 10<sup>th</sup> of each month. After the 10<sup>th</sup>, we will do our best to cancel your deduction before the next pay period is processed, but there is no guarantee.

### ***Are refunds or prorations ever offered?***

No, refunds and prorations are not offered. Only initial upfront cost is prorated.

## General Membership

### ***What if I retire, depart the institution?***

Faculty/staff membership is dependent upon your employment by TAMUK and its affiliated partners. If you separate employment from the organization, then your access is immediately revoked and the payroll deduction will end. Partial refunds will not be processed.

If you wish to remain a member, and you are in good-standing with the institution, then you may have the option to purchase a membership at the community rate.

### ***Parking***

The lot located on the side of the Student Rec Center is the most convenient and has available “Red Tag” spots. Currently, there is no visitor parking for guests, but the department is working on alleviating this problem.

# Rec Sports Membership Monthly Payroll Deduct Form

Please complete and return to the Front Desk or via email to recsports@tamuk.edu.

**First Name:**

**Last Name:**

**UIN #:**

**Phone Number:**

**Institutional Email Address:**

12-Month Faculty/Staff	Price	Qty	Line Total
Faculty/Staff Membership	\$41		\$
Spouse/Partner Membership	\$41		\$
Dependent Membership(s)	\$41		\$

<b>Total to be deducted:</b>	\$
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9-Month Faculty/Staff	Price	Qty	Line Total
Faculty/Staff Membership	\$50		\$
Spouse/Partner Membership	\$50		\$
Dependent Membership(s)	\$50		\$

<b>Total to be deducted:</b>	\$
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**Spouse/Partner:**

**Birthdate:**

**Gender:**

**Dependent 1:**

**Birthdate:**

**Gender:**

**Dependent 2:**

**Birthdate:**

**Gender:**

**Dependent 3:**

**Birthdate:**

**Gender:**

**Dependent 4:**

**Birthdate:**

**Gender:**

*Birthdate is needed for verification of eligibility.*

## Agreement

By completing this form, you understand the following: you are electing to take this recurring deduction out of your monthly pay check (bi-weekly pay will be split in two payments); regardless of contract (i.e. 9 or 12-month), it will continue to deduct until you complete a cancelation form; and, you have read the payroll deduct policies listed in the application packet.

**Signature**

**Date**

State law requires that you be informed of the following (1) you are entitled to request to be informed about the information about yourself collected by use of this form (with a few exceptions as provided by law); (2) you are entitled to receive and review that information; and (3) you are entitled to have the information corrected at no charge to you.

# Rec Sports One-Time Payroll Deduct Form

Please complete and return to the Front Desk or via email to recsports@tamuk.edu.

**First Name:**

**Last Name:**

**UIN #:**

**Phone Number:**

**Institutional Email Address:**

9 or 12-Month Faculty/Staff	Price	Qty	Line Total
Group Ex Class Pass with Membership	\$35		\$
Group Ex Class Pass without Membership	\$50		\$
Punch Pass	\$30		\$

<b>Total to be deducted:</b>	\$
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## Agreement

By completing this form, you understand the following: you are electing to take this one-time deduction out of your next paycheck, whether monthly or bi-weekly, and, you have read the payroll deduct policies listed in the application packet.

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**Signature**

**Date**

State law requires that you be informed of the following (1) you are entitled to request to be informed about the information about yourself collected by use of this form (with a few exceptions as provided by law); (2) you are entitled to receive and review that information: and (3) you are entitled to have the information corrected at no charge to you.