

UBC REC POLICIES

UBC REC participants are expected and required to follow the policies of the department. Below is a brief summary. For a complete and comprehensive list of all policies, please see www.rec.ubc.ca.

REGISTRATION POLICIES

Pricing and Program Policy

All UBC REC program prices include HST unless otherwise stated. There is no pro-rating. Prices and dates are subject to change.

UBC Student Rates Policy

To be eligible for student rates and facility access, a student has to be registered in more than 1 UBC Academic Course in the current term and has consequently paid the Athletics and Recreation Fee.

Refund Policy

A full refund will be granted under the following conditions:

If the course is cancelled.

If the request is received prior to the registration deadline.

Event Cancellation:

In the event that the Day of the Longboat, the Great Trek, Blizzard Bash, the UBC REC Triathlon Duathlon, Storm the Wall, Krazy Karts, or the Point Grey Triathlon are cancelled due to circumstances beyond the control of event organizers full refunds will not be given to participants following the registration deadline.

Refund Requests:

If the refund reason does not meet the above conditions, the participant will be required to fill out a Refund Request form. A \$25 refund processing fee will be charged on all refund requests.

No refunds will be given following the registration deadline for all Outdoor Rec Programs with the exception of Whistler Bungee and BCRPA Online Theory.

Participants withdrawing for medical reasons will receive a pro-rated refund for the remainder of the program. Medical documentation from a licensed physician is required. Notes must be received within one week of the date of illness or injury. When there is a discrepancy between the date of the doctor's note and the last class taken, the pro-rated rate will start from the date full documentation was received by UBC REC.

Participants who are requesting a refund due to re-location will need to provide proof of change of address.

Course conflicts are not a valid reason for a refund and will not be considered.

Program Transfer Policy

Prior to the registration deadline, participants may request to transfer between UBC REC programs. All program transfer requests received after the registration deadline will be charged a \$10 transfer processing fee. The Program Transfer Fee will be waived for all participants transferring into courses of equal or greater value.

Methods Of Payment

UBC REC accepts Visa, MasterCard, Interac, UBC Journal Vouchers and cash. When paying online, only Visa and MasterCard are accepted. In the event a cheque is accepted, all NSF cheques are subject to a \$25 service charge.

Registration Deadline Policy

Registration periods for all events, leagues and programs will end at 5:00pm on the deadline day, unless otherwise noted.

PARTICIPATION ADMINISTRATION POLICIES

UBC REC Code Of Conduct

All participants and SRC facility users are expected to conduct themselves in a manner that is sportsmanlike and which respects other individuals. All participants must abide by the rules governing each sport and must obey the directions of UBC REC staff. All participants must participate in a spirit of friendly competition and fairness. There will be zero tolerance for any form of fighting, and verbal or physical abuse of any official, participant or UBC REC staff.

UBC REC reserves the right to refuse service based on violation of any UBC REC rule, published procedure, policy or the Code of Conduct. UBC REC will refer any behavior that violates the UBC REC Code of Conduct to the Supplementary Discipline System (SDS) which may result in suspension from UBC REC programs, facilities and services.

Course Cancellation Policy

UBC REC reserves the right to cancel any course, event, activity or league due to low registration or conditions that make any such activity unsafe.

Right Of Refusal Policy

UBC REC reserves the right to refuse service based on violation of drop-in procedures, inappropriate conduct or for failing to follow the directions of the SRC Operations Centre staff or any UBC REC staff member.

UBC Staff/Faculty Participation Policy

Any staff/faculty member participating in UBC REC programs must be a current employee of UBC. All staff/faculty must have an up-to-date UBC Staff/Faculty Card. Proof of staff status must be provided to qualify for staff rates.

Waiver Policy

All participants in UBC REC events, leagues and programs must sign a valid waiver before they will be allowed to participate.

PROGRAM MANAGEMENT POLICIES

UBC Alcohol And Illegal Substance Policy

In accordance with UBC's Alcohol Policy, consumption of alcohol or illegal substances is not permitted at any UBC REC program or facility. Any person or team found consuming alcohol or an illegal substance at an event or in a facility (including dressing rooms) will be immediately removed from all further participation. Any person arriving at a league, event or facility under the influence will likewise be removed.

UBC REC Supplementary Discipline Policy

Individuals or teams that breach these guidelines while participating in any UBC REC activity, or are involved in an incident of misconduct in, at, or surrounding a UBC REC activity or facility that is beyond the reasonable and acceptable limits of that activity, will be subject to review and, if necessary, appropriate disciplinary action.

In cases where the severity of the incident is extreme, UBC REC reserves the right to report any incident to the University Committee on Student Discipline for review and possible further sanctions following the disciplinary actions taken within the UBC REC program.

SRC FACILITY POLICIES

SRC Building Policies

Bicycles are not permitted in SRC public spaces. No rollerblading is permitted inside the SRC. Recreational activity is restricted to designated activity areas. The hallways are not designated activity areas.

Cell phones and cameras are not permitted inside the change rooms. No one may take pictures in the SRC without UBC REC Management permission.

Food and drink is prohibited in activity areas including the gymnasiums, the studio, and the dojo. Water is permitted, but only when contained in a plastic container with a secured lid.

Any group wanting to use the studio for organized activities must book in advance with the UBC REC Facility Coordinator. Organized groups will be deemed any group of 5 or more people.

Each participant and facility user assumes total responsibility for any lost or stolen property. Valuables should not be brought into the facility. Lockers are available for personal belongings although security cannot be guaranteed as locker thefts do occur.

Proper footwear must be worn at all times in the designated activity areas. In the studio and gymnasiums, only clean, non-marking, closed-toe rubber soled shoes are allowed. There are to be no shoes worn in the dojo at any time.



TIRED OF THE SAME WORKOUT? GET FIT AND FOCUSED AT THE UBC TENNIS CENTRE.

Lower mainland tennis enthusiasts will have more options to sharpen their game in May 2011. The UBC Tennis Centre is expanding its facility, and will continue to offer adult and junior programs, drill sessions, leagues, mixers, tournaments and on-court winning workout routines such as cardio tennis.

The new facility will be located southeast of the existing Centre, and is destined to be one of the premiere complexes in the country -- featuring larger USTA sized tournament courts with theatre seating.

Plenty of opportunities to turbocharge your game.

Set your performance goals today and get back in the swing of things at the UBC Tennis Centre!

6160 Thunderbird Blvd., Vancouver
604.822.2505
www.tennis.ubc.ca

Dojo Policy

Access to the Dojo is restricted to registered members of the approved and supervised classes. There is no drop-in in the dojo.

Hours Of Operation Policy

The Student Recreation Centre may be subject to reduced hours during holidays. Programs do not run on statutory holidays unless otherwise posted.

INTRAMURAL PARTICIPATION POLICIES

Identification Policy

In order for a player to participate in a game or event, a valid UBC Student card or UBC Staff/faculty card must be produced prior to each game. In the event that a player's name appears on the REC produced roster or participant list, a piece of government issued photo ID may be used in place of the Student or Staff card. As a result, only valid UBC student and staff cards will be accepted for participation in drop-in programs, roster additions prior to the roster declaration, and substitutions.

Elite Athlete Eligibility

Elite athletes who have participated at an elite level (varsity, professional, national, or international) within the past two full calendar years are ineligible to participate in any UBC REC activity in their same or associated sports. The exception to this rule occurs in the UBC REC Triathlon Duathlon and Point Grey Triathlon in which elite divisions in the Sprint and the Olympic Distance are available for elite athletes.

CoRec Policy

During gameplay, CoRec teams must maintain an equal number of males and females. In situations where number of required players is odd (ie. 3, 5, 7, etc) the additional player may be of either gender. In the event that a goalie is required, the number of males to females must remain equal amongst the other players (ie. 2 male, 2 female, plus goalie).

Default Policy

A default occurs when a team is unable to start a race or a game with the required minimum number of players. A default may result in but is not limited to the loss of a match/game, or disqualification from the league, event, or tournament.

Roster Declaration Policy

Initial rosters for all leagues, tournaments, and events are to be submitted no later than 5:00pm the day after registration closes. Failure to submit the roster minimum will result in the removal of a team from competition without refund. Final roster submissions for all leagues, tournaments, and events must be submitted by 5:00pm on the date of the final roster deadline.

Have questions or suggestions
about UBC REC policies?
We always want to hear what are participants think
so if you have suggestions please share them by
contacting any of the professional staff listed on the
inside cover of the guide.