



STUDENT ACTIVITY CENTER ADMITTANCE POLICY

St. John's College | Santa Fe, New Mexico

Effective July 1, 2017

Effective July 1, 2017, every user of the Student Activity Center must have their own St. John's College keycard or be an accompanied guest.

Gym members will be asked to swipe their key card at the front desk as proof of gym-use eligibility. Anyone without a keycard may be asked to leave the facility by Security, Gym Staff, and/or other members of the Polity. Lending of cards is not permitted and may result in card use privileges being revoked.

See below for further details regarding access to the SAC

1. During normal operating hours, access to and use of the SAC is available for:
 - a. St. John's College faculty, staff, and current students.
 - i. Spouses and Legal Partners of the above are also eligible for access.
 - b. Members of the following groups, who may purchase keycards annually for unaccompanied access to the gym during normal operating hours.
 - i. St. John's College Alumni.
 - ii. Children—16 years of age and older—of current students, faculty, and staff.
 - c. Accompanied guests of a gym user from one of the groups indicated above
 - i. Any user may host up to two guests at any one time for a \$2.00 fee per person, per day.
 - ii. Guests of members must be accompanied by the member at all times.
2. Every person using the gym, including each guest, must have a signed waiver on file.
3. Periodic Restrictions
 - a. The Fitness and Wellness Coordinator/Facilities Manager, Assistant Dean, or Dean may restrict any individual or group's access to the facility at any time. The SJC Student Handbook—available on the college's website—will serve as a general guide to acceptable behavior within the SAC.
 - b. From time to time, the facility, or parts thereof, may be rented or reserved through the campus reservations office or the Fitness and Wellness Coordinator/Facilities Manager. At these times, general access to the gym may be restricted and individuals that are a part of the rental group may use the gym without keycards.



**STUDENT ACTIVITY CENTER
KEYCARD PURCHASE POLICY**
St. John's College | Santa Fe, New Mexico

Effective July 1, 2017

1. St. John's College Alumni; children (16+) of current faculty, staff, and students. Purchased keycards will provide access to the gym during normal operating hours.
2. Keycards purchased for gym access cost \$50.00 annually. Keycards for recent graduates up to 5 years from their graduation date cost \$20.00 annually. Purchased key cards will be active for the period of July 1–June 30, each year. The fee will not be prorated, and purchased cards will turn off at 11:59 p.m. on June 30 each year, unless the cardholder has already paid for the next annual cycle.
 - a. Irrespective of any payments received, gym access may be restricted or revoked for any individual or group when: the facility is rented, during official college events, or for any reason agreed upon by the Fitness and Wellness Coordinator, and the Assistant Dean, who will use the SJC Student Handbook. This handbook is available on the college website as a general guide to acceptable behavior within the Student Activity Center.
 - b. Graduating seniors may use the gym without charge between their date of graduation and June 30 of the year of graduation. Graduating seniors should consult the Fitness and Wellness Coordinator to facilitate having their card remain active.
3. Keycard purchases will be coordinated and approved by the Fitness and Wellness Coordinator. Individuals must sign the gym waiver before receiving their card.
 - a. To purchase a keycard, please contact Fitness and Wellness Coordinator/Facilities Manager Mary Anne Burke. Contact her in person at the SAC, by phone at 505-984-6150, or by email at maburke@sjc.edu.
 - b. Payment may be made by cash or check made out to St. John's College.