



Group Exercise Policies:

Registration-

To register for a group ex class, you must be a current student at Drexel University or a paying member of the Drexel University Recreation Center. Registration can be done in person, over the phone, or online via the Member Portal. Classes can be registered for from 6 days in advance and up to 15 minutes before the class starts. Walk-ins are welcome if there is enough room and if someone who registered for class does not show.

- To register for a group exercise class in person, stop by the front desk during the facility's hours of operation and a staff member will assist you further.
- To register for a group exercise class over the phone, contact the front desk at **(215) 571-3777** and they will assist you further.
- To register for a group exercise class online, visit the member portal: drexel.dserec.com/online/dashboard.
 - a. **SIGN IN**
 - i. Students and employees of Drexel University should click **University Account** and log in with your Drexel One credentials and move on to step C.
 - ii. If you are not a student or employee of Drexel University, click **Local Account** and log in and move on to step C. Once complete, move on to the next.
 - b. Click **GROUP EXERCISE**
 - c. Locate and then click the title of the class you would like to register for, and a new window will appear
 - d. Click **Register** next to the group exercise class and then click **Register** again
 - e. Click **Complete Registration**

Cancellation-

We understand things happen and while you had all in intention to participate in the group ex class you registered for, you now cannot. To give other students and members an opportunity to attend the class, we ask that you cancel your registration if you can no



longer make it to the class. Classes can be cancelled 6 days in advance and up to 1 hour before class time. Use the instructions below to cancel your registration for a group exercise class.

- To cancel your group exercise class registration in person, stop by the front desk during the facility's hours of operation and a staff member will assist you further.
- To cancel your group exercise class registration over the phone, contact the front desk at **(215) 571-3777**, and they will assist you further.
- To cancel your group exercise class registration online: login to your member portal account and follow the instructions below:
 - a. Click on the three lines in the top right corner
 - b. Click **Class Registration**
 - c. Click **My Classes**
 - d. Click **View** next to the class you would like to unregister for, click **Unregister** and then click **Unregister** again

Please note, after three times of failing to attend or cancel your registration you will be suspended from registering for classes for a period of time.

Attendance-

- Once registered you are expected to show up to class 10-15 minutes early to check in and set up for class.
- Classes start ON TIME. If you are not there at the start of class time you are late and will not be allowed in. This is to help ensure the safety of our members as the instructor goes over class, warm up, and so as not to cause a distraction walking in late.
- Failure to show will be marked, and after three no show marks, registration privileges will be revoked for a period of time.
- Walk-ins are allowed if there is still room at class start time or somebody who was registered did not show.