

Fitness Club Reimbursement Requests

Spring 2016

Who is eligible for reimbursement?

- All fee-paying WSU Tri-Cities students enrolled in and completing 6 or more credits per semester on the Richland Campus. *DDP classes do not qualify.*
- Students paying for their own membership
- Students using state tuition waivers are not eligible.

How much is reimbursed?

- Reimbursement is for 50% of the monthly dues at the individual rate.

What can be reimbursed?

- Monthly fitness center membership dues at the individual rate. *Joining fees, fitness classes, personal trainers or individual sessions will not be reimbursed. Health studios do not qualify.*

How does the reimbursement process work?

- Complete the information below, have your gym fill out their portion and return this form with a copy of the fitness club account history statement showing the club name and address, student name, monthly dues amount, and confirmation of dues payments of the months for which you are seeking reimbursement and have been paid in full. Bank statements or individual monthly billing statements will not be accepted.
- The completed reimbursement form and account history must be returned to the WSU Tri-Cities Den Fitness Facility located in the West Building, Room 138 **by 5 p.m. on the last date listed below for the semester applying for.**

Fitness Club Reimbursement Request Form

Request for semester: ☒ Spring 2016

Due: April 18-29

Name: _____ Student ID#: _____
First Name, Middle Initial, Last Name

Daytime Phone: _____

Address: _____

City: _____ State: _____ Zip Code _____

Number of class hours you are enrolled in at WSU Tri-Cities this semester: _____

Fitness Club Name: _____ Phone: _____

Type of Membership: ☒ Individual ☐ Couple ☐ Family

Signature: _____ Date: _____

PLEASE SUBMIT THIS FORM TO THE PARTICIPATING FITNESS CLUB
PLEASE ENTER COST FOR AN INDIVIDUAL MEMBERSHIP PER MONTH (+ TAX) \$ _____.

Printed Name of Club Representative: _____ Contact phone: _____

Signature of Club Representative: _____ Date: _____

Questions? Contact RJ at: rj.aubert@tricity.wsu.edu

Please note that the reimbursement **is not guaranteed** each academic year due to S&A funding. Additionally, there is only a certain amount allocated which means the reimbursement are accepted on a first come, first served basis.

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