Welcome to the Marino Center Group Fitness program! The information below will provide you with what you need to know in order to get started taking classes. Access to the class reservation site begins the day before classes begin or 48-72 hours after you have registered and paid. Remember to check your spam folder for group fitness emails.

Please read the policies and procedures below.

**How to log-in:**
- Click on the group fitness link. Or go to [www.nucampusrec-shape.net](http://www.nucampusrec-shape.net)
- **Username:** Enter your last name-first name
- **Password:** New Members: password received in confirmation email
  Returning Members: [last password you created for Shape.net](http://www.campusrec.neu.edu/groupfitness/schedule.php)
- If you cannot remember your password, please use the [forgot password link](https://nucampusrec.cshape.net/memberLogin.aspx) and type in your Login-ID, which is your last name-first name, to receive password reset email.
- Passwords are valid for 90 days. You will be prompted to change your password upon entering the system for the first time. And every 90 days thereafter.

**Signing up for a class:**
- Make your reservation 1 day in advance, or, on the same day if space allows
- Please remember you may only sign up for 1 class per day
- Go to [http://www.campusrec.neu.edu/groupfitness/schedule.php](http://www.campusrec.neu.edu/groupfitness/schedule.php) Click on reserve your spot link
- Or go to [https://nucampusrec.cshape.net/memberLogin.aspx](https://nucampusrec.cshape.net/memberLogin.aspx)
- Enter your username and password
- Click on [Register for class](https://nucampusrec.cshape.net/memberLogin.aspx)
- If a class is already full you will be given the option to join the waiting list
- If a cancellation occurs the next person on the wait list will be notified by email. Remember to check your spam folder for group fitness emails. Failure to show up for class when off of the waitlist will result in a no-show.

**Must check in at front desk before every class:**
- Check-in begins 30 minutes prior to class and ends promptly at scheduled class time. Check-in is at the equipment desk. (1st floor @ Marino Center)
- Please present NU Husky photo ID
- Tell the person at the counter which class you are taking
- They will give you the appropriate hand stamp so you may enter class
- Admission to a specific class is contingent upon having the appropriate hand-stamp
There is No Late Admittance to classes. Individuals arriving after the scheduled time of class will lose their class reservation and will be given a “no show”

Other Important Policies:

- Participants who require a Medical Waiver will NOT be allowed to reserve a class until a valid waiver is on file. Find waiver form at www.campusrec.neu.edu/groupfitness/consent.pdf
- E-mail confirmations are only sent once a day at 5:30am for that day’s class. If you reserve a spot in a class after 9pm the night before, you will not receive a confirmation email.
- Participants who do not show up for their class on 5 occasions will lose their registration privileges
- You may only reserve one spot in one class per day
- If you have a reservation and cannot attend, log on to the web site to cancel at least 1 hour before the scheduled class time. You cannot call the office to cancel a reservation
- Failure to cancel will result in a no-show. The accumulation of 5 no-shows will result in the loss of reservation privileges
- Failure to check in at the front desk prior to your class will also result in a no-show
- When the Internet System is Down: Sign-ups will be on a first-come, first-serve basis, 15 minutes before the scheduled class time
- Schedule is subject to change
- Athletic attire must be worn at all times. No sandals or bare feet are allowed upstairs.

Please Note: Yoga Mats are not provided for yoga classes. Please bring your own mat. Yoga Mats can be purchased at the Marino Center for $15.00.

NO LATE ADMITTANCE TO CLASS IS ALLOWED.