

National Taiwan Normal University Physical Fitness Center Charging Management Implementation Guidelines

Passed during the 132nd University Endowment Fund Management Committee Meeting (July 28, 2023)

- I. To improve the management and use of sports testing equipment, and to enhance the physical and mental well-being of faculty, students, and the community, as well as to contribute to the advancement of national sports, these guidelines have been formulated in compliance with the "Regulations of the Physical Education Committee" of the university and Article 5 of the Regulations for the Management of Self-Raised Funds at National Taiwan Normal University.
- II. The Fitness Center operates during daytime hours throughout the semester, except when supporting testing activities. Separate opening hours are established for winter and summer vacations. The center remains closed on national holidays and during school-wide fitness testing periods.
- III. Operational Hours:
 - (I) The Fitness Center situated on the 4th level of the Swimming Pool Building at the He-ping Campus operates as follows:
 1. The Body Composition Analysis Service is accessible from Monday to Friday, between 8:30 and 17:30, with a closure for lunch between 12:00 and 13:30. This service is available to on-campus faculty, students, and off-campus individuals upon payment, except during instructional and evaluation periods.
 2. Diverse Testing Services are provided from Monday to Friday, from 8:30 to 17:30, with a lunch break between 12:00 and 13:30. These services are open to on-campus faculty, students, and off-campus individuals who can reserve and utilize them by remitting a fee, except during instructional and evaluation periods.
 - (II) The Sports Injury Prevention Room is situated on the B1 level of Chung Cheng Hall at the Gong-guan Campus.
 1. Body Composition Analysis Service: This service is available in accordance

with the campus facility schedule as published on the Department of Physical Education's website. It is accessible to on-campus faculty, students, and off-campus individuals upon payment.

IV. Evaluation of Items:

- (I) **Body Composition Analysis:** This technique employs bioelectrical impedance analysis devices to assess 16 comprehensive body metrics, encompassing weight (in kilograms), body fat percentage, body fat mass, fat-free mass, Body Mass Index (BMI), muscle mass, protein content, total body water, percentage of total body water, extracellular fluid, intracellular fluid, extracellular fluid ratio, basal metabolic rate, estimated bone mass, body age (ranging from 12 to 90 years), and visceral fat index. Furthermore, it furnishes 10 regional data points, including regional muscle mass, regional body fat percentage, regional body fat mass, limb muscle balance, leg muscle score, body fat distribution, and specialized data such as body type, Skeletal Muscle Mass Index (SMI) in kilograms per square meter, and Appendicular Skeletal Muscle Mass (SMM) in kilograms. To maintain the accuracy of instrument utilization, each individual is restricted to one measurement per month, as per the historical data stored in the testing system. For individuals necessitating frequent assessments for muscle development or fat reduction training, it is recommended to seek assistance from a nearby national fitness center.
- (II) **Individual Holistic Fitness Assessment** comprises activities like closed-eye single-leg standing, side-by-side walking, seated forward bend, trunk extension, grip strength (dominant hand), back muscle strength, sit-up, push-up, and a 3-minute step test.
- (III) **Military Fitness Evaluation:** The university has been tasked by the Ministry of National Defense to establish a testing facility where potential volunteer soldiers can schedule an appointment online and then proceed to the university for the physical fitness evaluation. The components of this assessment mirror those of the Ministry of Education's fitness test.
- (IV) **Technology-based Fitness Test** encompasses body composition analysis, back-support seated forward bend, grip strength evaluation, and step-up with high knee.
- (V) **The Ministry of Education Fitness Test** for individuals aged 10-23 includes the

seated forward bend, standing long jump, 1-minute sit-up, and 800m/1600m run. Starting from the academic year 2024, the 1-minute sit-up will be replaced with abdominal crunches, and the 800m/1600m run will be integrated with the Progressive Aerobic Cardiovascular Endurance Run (PACER).

- (VI) The National Fitness Test for individuals aged 23-64 years comprises a 3-minute step test, seated forward bend, and 1-minute sit-up.
- (VII) The Senior Fitness Test, designed for those aged 65 and above, includes a 2-minute stepping in place, seated forward bend, back scratch, 30-second arm curl, 30-second chair stand, eyes open single-leg stand, and 2.44m up-and-go.
- (VIII) The Functional Movement Screen Test assesses lower limb explosive power, upper limb strength, core strength, flexibility, agility, balance, and endurance.
- (IX) The testing protocols and normative standards are established in accordance with the guidelines issued by the Sports Administration, Ministry of Education, and Ministry of National Defense, which the university will strictly adhere to.

V. Charging Mechanism

Cat.	Service Item	Off-Campus Charge	On-Campus Charge
A	Height, Weight & BMI	NT\$50/session (both items)	Free
	Blood Pressure		Free
	Body Composition Analysis	NT\$200/session	NT\$50/session
B	Military Fitness Test	NT\$500/session	
	Technology-based Fitness Test (23-64 years old)	NT\$500/session	
	Functional Movement Screen Test (18 years old and above)	NT\$500/session	NT\$350/session
	Ministry of Education Fitness Test (10-23 years old)	NT\$600/session	Free
	National Fitness Test (23-64 years old)	NT\$500/session	NT\$350/session
	Senior Fitness Test (65 years old and above)	NT\$800/session	NT\$600/session
	Individual Comprehensive Fitness Test (18 years old and above)	NT\$800/session	NT\$600/session
Notes	<p>(I) The verification of identity is based on the possession of a valid certificate. Category A services do not need reservations, while Category B services require bookings in advance.</p> <p>(II) For research projects or academic programs needing body composition analysis, the first 20 sessions will be charged at the off-campus rate, and from the 21st session onwards, the on-campus rate will apply with record-keeping.</p> <p>(III) If both A and B categories are tested together, there is a discount of NT\$100 on the testing fee, and reports for body composition analysis and B-category tests will be provided.</p> <p>(IV) Group testing requests that involve transporting equipment off-campus will require a separate approval</p>		

	<p>process by the university.</p> <p>(V) Physical education courses with testing requirements will not incur fees, and instructors must provide a list of enrolled students beforehand.</p>
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VI. Reservation Process:

- (I) Category A items do not need reservations; you can go to the Fitness Center during opening hours for measurements.
- (II) For Category B fitness tests, complete the reservation form on the Department of Physical Education website at least 7 working days in advance.
- (III) Group testing requirements should be arranged by contacting the Fitness Center in advance and submitting the reservation form at least 7 working days prior.
- (IV) Military fitness test reservations can be made on the Ministry of National Defense fitness website.

VII. Safety Maintenance:

- (I) Before the test, participants must fill out a sports safety questionnaire and understand precautions. They can request to stop the test if they feel physically uncomfortable.
- (II) The testing site and process flow are clearly organized on the test day.
- (III) Emergency response procedures and sports injury management protocols are in place.
- (IV) Qualified fitness instructor from the Ministry of Education Sports Administration supervising during the test.

VIII. Other Regulations:

- (I) Tests conducted during specific hours on weekdays (07:30-08:30 & 17:30-22:00) and holidays require advance application and will incur a personnel fee.
- (II) Participants are responsible for compensating for any damage caused to test equipment due to not following instructions.
- (III) Before body composition analysis, all metal objects must be removed from the body.

IX. These guidelines have been reviewed and approved by the University Endowment Fund Committee and will be implemented after submission to and approval by the President. Any changes will follow the same procedure.