

Meal Plan Contract

Commuter Students

*(students living OFF campus)*

Please select the corresponding term session: \_\_\_\_FALL \_\_\_\_ SPRING \_\_\_\_SUMMER

Name (please print): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Student RAM ID Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone Number: Primary: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Alternate Phone Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

ASU Student Email Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*MEAL PLAN SELECTION:* Select any combination from the options below. *NOTE: Only one swipe per meal serving period allowed, i.e., one swipe for breakfast per day, one swipe for lunch per day and one swipe for dinner per day. Dining dollars are utilized in the retail establishments on both West and East campuses.*

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| Commuter Meal Plans: | | |
| 🞏 | Block 25 (25 meal swipes per semester) | $190 |
| 🞏 | Block 50 (50 meal swipes per semester) | $370 |
| 🞏 | Block 75 (75 meal swipes per semester) | $545 |
| 🞏 | Dining Dollars (pay $150; receive $170 to spend) | $150 |
| 🞏 | Dining Dollars (pay $200; receive $226 to spend) | $200 |
| 🞏 | Dining Dollars (pay $250; receive $283 to spend) | $250 |

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| *GENERAL INFORMATION:* |
| Access to the meal plan is through use of the RAM ID card at the cashier station of the dining hall or retail site.  NO RAM ID CARD, NO MEAL! Card activation and use is processed and monitored through the Blackboard Office in the Office of Information Technology. Replacement card fee for lost, stolen or damaged ID card is $25 per card.  Dining Dollars may be used to purchase breakfast, lunch, a candy bar, chips, soft drink, etc., again essentially any item sold in the dining hall.  The meal plan holder is not limited as to what he/she may purchase during the day as long as funds are available on the meal plan. Dining Dollars may be used in the evening to purchase items not included with the evening meal, i.e. items in any retail establishment on any ASU campus.  Commuter students may purchase both board and dining dollar plans throughout a semester. There are no deadlines for adding meal plans for commuter students; however, meal plans do not roll over from semester-to-semester. Any meals left at the end of each semester are forfeited. A new meal plan must be requested each semester, if desired. Any unused dining dollars that remain at the end of each semester are refunded 30 days from the last day of the semester. Note: unused dining dollars will be refunded at a cost equal to or less than the initial cost of plan, i.e., if the $150 dining dollar plan is chosen, and a remaining balance of $50 is left at the end of the semester, the refund amount processed would be $30. |

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| MEAL PLAN CHANGES AND CANCELLATIONS: |
| Meal plans may be changed or cancelled; however, the meal plan office allows students two business days from the initial day of activation to make changes or cancel the meal plan without penalty. Starting the third business day from the initial activation of the meal plan, the meal plan is non-refundable and no refunds will be processed.  Dining Dollars will not become available for use until after the two week grace period at the beginning of each semester. Dining dollars will be activated once the grace period concludes provided all fees due the University have been paid in full or the Bursar provides authorization to activate. If any dining dollars were utilized, charges will be based on the actual costs spent by the student until the cancellation date.  NO EXCEPTIONS. |

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| TERMS AND CONDITIIONS: |
| Contracts received and paid in full will be processed and activated within three business days of receiving the contract.  If payment is via cash/debit/credit card, the receipt must be presented to the meal plan office to verify the meal plan has been paid in full. Activation will occur once payment has been made or sufficient financial aid is listed on the student’s Banner account.  The University reserves the right to adjust the types of meal plans offered and pricing structure of each meal plan prior to the beginning of each new semester/summer term. The University will provide students with notice of any such changes as early as possible before the beginning of each new semester/summer term; however, meal plans and costs for each semester/summer term are subject to change without notice. |

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| PAYMENT INFORMATION: |
| Meal plans must be paid in FULL or have sufficient financial aid to cover all fees owed to the university in order for the meal plan to be activated. Dining dollars will ONLY activate once all fees are paid in full. NO EXCEPTIONS.  Accepted methods of payment for meal plans at Albany State are cash, debit card, VISA, MasterCard, money order, cashier’s check, certified check or by charging to the student’s financial aid account provided available funds have been verified. The purchase price of meal plans or funds remaining on meal plans if a student withdraws or at the end of semester are non-refundable.  Payment can be made at the Enrollment Services Center on either campus or paid online at <https://secure.touchnet.net/C25987_tsa/web/login.jsp>.  West Campus: Student Center 1st Floor |

**ACCEPTANCE OF AND AGREEMENT TO MEAL PLAN CONTRACT:**

**I hereby accept the terms and conditions outlined above and authorize the institution to charge the full cost of the meal plan chosen above to my student account for the semester selected above. I understand that I will pay the entire cost of the chosen meal plan regardless of how many times the plan is used or when usage begins or ends each semester. I understand that board plans expire at the end of the semester purchased, unused meal swipes are forfeited and unused dining dollars will be refunded to me.**

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**Name (please print) RAM ID (900#)**

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**Signature Date**

**RETURN CONTRACTS TO:** [**mealplans@asurams.edu**](mailto:mealplans@asurams.edu)