



## **ADDITIONAL DINING DOLLARS REQUEST FORM**

**Instructions:** Please complete and return to [mealplans@asurams.edu](mailto:mealplans@asurams.edu).

<b>Student Information:</b>
Name: _____ Student RAM ID: _____
ASU Student E-mail: _____

<b>Dining Dollar Plan:</b> Dining Dollars may be used to purchase breakfast, lunch, or dinner in the cafes on both east and west campuses or at any retail establishment, i.e., RAMS Hideaway, Golden Espresso, Chick-fil-A, Pizza Hut, Rams Wrap, or the Food Truck.	
<b>Dining Dollars may be purchased in increments of \$100</b>	
Write in the amount of dining dollars you wish to purchase.	\$ _____

<b>TERMS AND CONDITIONS:</b>
Access to the meal plan is through the use of the RAM ID card at the cashier station of the dining hall or retail site. NO RAM ID CARD, NO MEAL! The replacement card fee for lost, stolen, or damaged ID card is \$10 per card.
Contracts received and paid in full will be processed and activated within three business days of receiving the contract. <b>Contracts received and not paid in full within ten business days will be canceled and a new request must be submitted.</b> If payment is via cash/debit/credit card, the receipt must be presented to the meal plan office to verify that the meal plan has been paid in full before activation.
Dining dollars will not be activated until the account is paid in full or sufficient financial aid covers all fees owed to the University. Dining dollars will ONLY activate once all fees are paid in full. <b>NO EXCEPTIONS.</b>
Dining dollar balances great than \$10.00 will be credited to the student account within 30 days from the last day of the semester.
Accepted methods of payment for additional dining dollar plans at Albany State are cash, debit card, VISA, MasterCard, money order, cashier's check, and certified check or by charging to the student's financial aid account provided available funds have been verified.

### **ACCEPTANCE OF AND AGREEMENT TO PAY FOR ADDITIONAL DINING DOLLARS:**

By signing/typing my name in the box below, 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. I understand that I will pay the entire cost of the chosen meal plan regardless of how many times the plan is used. I understand that meal plans expire at the end of the semester purchased, and unused meal swipes are forfeited. Dining Dollar balances greater than \$10.00 will be credited to the student account within 30 days from the last day of the semester.

All personal data and special categories of sensitive personal data collected or processed by Albany State University (ASU) must comply with the ASU Cybersecurity Program Plan, as authorized by the Board of Regents Policy Manual Section 10.4 Cybersecurity: <https://www.usg.edu/policies>. Anyone suspecting his or her sensitive personal data has been exposed to unauthorized access, report your suspicion to [LegalAffairs@asurams.edu](mailto:LegalAffairs@asurams.edu). Otherwise, questions concerning GDPR can be forwarded to [LegalAffairs@asurams.edu](mailto:LegalAffairs@asurams.edu). Typing your name in the box below and submitting this form/application provides consent to and acknowledgment of the ASU Data Security and Privacy Policy. By signing/typing my name in the box below and submission of this form/application provides consent to and acknowledgment of the ASU Data Security and Privacy Policy

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_