



MONTCLAIR STATE UNIVERSITY

STUDENT DINING SERVICES AGREEMENT FALL 2018 – SPRING 2019

Name (print): _____

Phone: _____

CWID: _____

Residence Hall: _____

Meal Plan Enrollment: _____

Meal Plan Change: _____

Cancel Meal Plan: _____

(CHECK ONE OF THE BOXES)

ALL FORMS MUST BE SUBMITTED TO THE AUXILIARY & DINING SERVICES OFFICE, LOCATED IN THE STUDENT CENTER - 1ST FL ROOM 160A. MEAL PLAN CHARGES WILL BE APPLIED TO THE STUDENT'S TUITION BILL AND VIEWED ON NEST. MEAL PLAN AGREEMENTS ARE ANNUAL COMMITMENTS, AND THE RATES SHOWN ARE PER SEMESTER. RATES SHOWN BELOW ARE PENDING UNIVERSITY BOARD OF TRUSTEES APPROVAL.

STUDENTS WITH UNDER 30 CREDITS LIVING IN TRADITIONAL RESIDENCE HALLS MUST SELECT ONE OF THE ROCKY UNLIMITED PLANS. UPPERCLASSMEN WITH 30 OR MORE CREDITS LIVING IN TRADITIONAL RESIDENCE HALLS MUST SELECT ONE OF THE EIGHT (8) RESIDENCE HALL MEAL PLANS OFFERED. COMMUTERS, HAWK CROSSINGS AND VILLAGE APARTMENT STUDENTS MAY CHOOSE ANY MEAL PLAN OFFERED. **ANY STUDENT LIVING IN FRANK SINATRA HALL MAY CHOOSE ANY OF THE EIGHT (8) RESIDENCE HALL MEAL PLANS, REGARDLESS OF THE NUMBER OF CREDITS EARNED.**

RESIDENCE HALL MEAL PLANS:

| | | |
|--------------------------|-------------------------------------|----------|
| <input type="checkbox"/> | Rocky's Unlimited + \$250 Flex..... | \$ 2,295 |
| <input type="checkbox"/> | Rocky's Unlimited + \$500 Flex..... | \$ 2,495 |
| <input type="checkbox"/> | 125 Blocks + \$250 Flex..... | \$ 1,995 |
| <input type="checkbox"/> | 125 Blocks + \$500 Flex..... | \$ 2,245 |
| <input type="checkbox"/> | 150 Blocks + \$250 Flex..... | \$ 2,175 |
| <input type="checkbox"/> | 150 Blocks + \$500 Flex..... | \$ 2,425 |
| <input type="checkbox"/> | 175 Blocks + \$250 Flex..... | \$ 2,350 |
| <input type="checkbox"/> | 175 Blocks + \$500 Flex..... | \$ 2,595 |

VOLUNTARY & COMMUTER MEAL PLANS:

| | | |
|--------------------------|-----------------------------|----------|
| <input type="checkbox"/> | 16 Blocks + \$100 Flex..... | \$ 265 |
| <input type="checkbox"/> | 16 Blocks + \$300 Flex..... | \$ 465 |
| <input type="checkbox"/> | 32 Blocks + \$100 Flex..... | \$ 435 |
| <input type="checkbox"/> | 32 Blocks + \$300 Flex..... | \$ 635 |
| <input type="checkbox"/> | 48 Blocks + \$100 Flex..... | \$ 595 |
| <input type="checkbox"/> | 48 Blocks + \$300 Flex..... | \$ 795 |
| <input type="checkbox"/> | 64 Blocks + \$100 Flex..... | \$ 775 |
| <input type="checkbox"/> | 64 Blocks + \$300 Flex..... | \$ 975 |
| <input type="checkbox"/> | 80 Blocks + \$100 Flex..... | \$ 945 |
| <input type="checkbox"/> | 80 Blocks + \$300 Flex..... | \$ 1,145 |

Use the Online Card Office or the Blackboard eAccounts app to check your meal plan usage and balances.

Signature: _____

Date: _____

By signing, I agree to the Dining Services Agreement. (Parent/guardian if student is under 18 years of age)

PHONE: 973-655-3375 EMAIL: MSUdiningser@montclair.edu FAX: (973) 655-3427

| | | | |
|-----------------|-----|--------|-----|
| For Office Use: | BNR | BLKBRD | RMS |
|-----------------|-----|--------|-----|

STUDENT DINING SERVICES AGREEMENT

FALL 2018 – SPRING 2019

THE FOLLOWING REGULATIONS GOVERN RESIDENCE HALL AND NON-RESIDENT STUDENTS' USE OF THE DINING HALLS AND CONSTITUTE AN AGREEMENT BETWEEN THE UNIVERSITY AND THE STUDENT. STUDENTS RESIDING IN THE RESIDENCE HALLS ARE REQUIRED TO SELECT FROM THE LIST OF RESIDENTIAL HALL MEAL PLANS. FIRST YEAR RESIDENTIAL STUDENTS HAVE TWO PLANS TO CHOOSE FROM; AND 2ND + YEAR RESIDENTIAL STUDENTS HAVE EIGHT PLANS TO CHOOSE FROM. **ANY STUDENT LIVING IN FRANK SINATRA HALL MAY CHOOSE ANY OF THE EIGHT (8) RESIDENCE HALL MEAL PLANS, REGARDLESS OF NUMBER OF CREDITS EARNED.** HAWK CROSSINGS, VILLAGE APARTMENT AND COMMUTER STUDENTS MAY VOLUNTARILY CHOOSE ANY MEAL PLAN OFFERED.

I. TERMS OF AGREEMENT

THIS AGREEMENT IN ADDITION TO THE "RESIDENCE HALL LICENSE AND DINING AGREEMENT" IS BINDING FOR BOTH THE FALL AND SPRING TERMS, UNLESS IT IS OTHERWISE CANCELLED OR TERMINATED. **ANY CHANGES TO A MEAL PLAN MUST BE SUBMITTED IN WRITING TO THE MEAL PLAN OFFICE, NO LATER THAN THE SECOND FRIDAY OF THE START OF EACH SEMESTER TO AVOID PENALTIES.** ALL MEAL PLAN (BLOCKS/SWIPES) BALANCES EXPIRE AT THE END OF EACH SEMESTER; AND DO NOT CARRY OVER. FLEX DOLLAR BALANCES CARRY OVER FROM THE FALL TO THE SPRING SEMESTER AUTOMATICALLY. ALL BLOCKS/SWIPES/FLEX DOLLARS EXPIRE AT THE END OF THE SPRING SEMESTER. IF THE MEAL PLAN OFFICE IS NOT NOTIFIED OF ANY CHANGE FROM THE FALL TO SPRING, THE PLAN CHOSEN IN THE FALL SEMESTER WILL AUTOMATICALLY BE ASSIGNED AND BILLED TO THE STUDENT IN THE SPRING SEMESTER.

II. FEES AND PAYMENTS

THE UNIVERSITY RESERVES THE RIGHT TO ADJUST THE MEAL PLAN FEE OR PLAN STRUCTURE BEFORE OR DURING THE AGREEMENT PERIOD BY ACTION OF ITS BOARD OF TRUSTEES. STUDENTS MUST LOG INTO NEST TO CHECK THEIR BILLING STATEMENT. PAYMENT OF MEAL FEES SHOULD BE MADE IN ACCORDANCE WITH UNIVERSITY DEADLINE DATES INDICATED WITH THE BILLING STATEMENT FOR EACH SEMESTER. PAYMENTS CANNOT BE ACCEPTED AT THE MEAL PLAN OFFICE AND SHOULD BE MADE AT THE STUDENT ACCOUNTS OFFICE.

III. TERMINATION AND REFUNDS

A "RESIDENCE HALL STUDENT DINING SERVICE AGREEMENT" RELEASE IS AUTOMATICALLY GRANTED WHEN THE OFFICE OF RESIDENCE LIFE OFFICIALLY TERMINATES THE "RESIDENCE HALL LICENSE AND DINING AGREEMENT". THE CHARGES FOR USE OF THE DINING ARE AS FOLLOWS: 1) THERE ARE NO CHARGES FOR MEAL PLANS PROVIDED THAT THE "RESIDENCE HALL LICENSE AND DINING AGREEMENT" IS OFFICIALLY TERMINATED BY THE OFFICE OF RESIDENCE LIFE PRIOR TO THE START OF THE FALL OR SPRING SEMESTER. THE SEMESTER BEGINS ON THE DAY THE RESIDENCE HALLS OFFICIALLY OPEN.

2) FROM THE FIRST DAY OF A SEMESTER THE ASSESSED CHARGES SHALL BE THE GREATER OF THE ACTUAL NUMBER OF MEALS OR FUNDS EXPENDED OR 1/16 OF THE SEMESTER RATE MULTIPLIED BY THE NUMBER OF WEEKS UP TO AND INCLUDING THE DATE OF TERMINATION. FLEX DOLLAR CHARGES WILL BE BASED ON ACTUAL USE. REFUNDS WILL NOT BE MADE FOR MISSED MEALS.

3) STUDENTS APPROVED FOR A MEDICAL WITHDRAWAL BY THE DEAN OR ASSOCIATE DEAN OF STUDENTS MAY BE ELIGIBLE TO RECEIVE A PRORATED ADJUSTMENT ON THEIR MEAL PLAN COSTS BASED ON THE FINAL DATE OF THEIR MEAL PLAN USE. **STUDENTS WHO VOLUNTARILY OR INVOLUNTARILY WITHDRAW FROM THE UNIVERSITY OR WHO CANCEL THEIR MEAL PLAN WILL NOT BE ELIGIBLE FOR A PRORATED REFUND AFTER THE EIGHTH WEEK OF CLASSES/SEMESTER.**

4) RED HAWK DOLLARS ARE VALID THROUGHOUT THE STUDENT'S CAREER AT MONTCLAIR STATE UNIVERSITY. **REFUNDS ARE GRANTED UPON THE SUBMISSION OF THE RED HAWK DOLLARS ACCOUNT CLOSURE FORM WHEN A STUDENT WITHDRAWS OR GRADUATES FROM MONTCLAIR STATE UNIVERSITY.**

IV. SERVICE RESTRICTIONS

- THE UNIVERSITY, WITHOUT NOTICE, MAY ADJUST MEAL HOURS AND DINING SERVICE LOCATIONS
- TRAYS, DISHES, SILVERWARE MAY NOT BE REMOVED FROM THE DINING HALLS. DINERS MUST RETURN THEIR TRAYS, DISHES, AND UTENSILS TO THE DESIGNATED COLLECTION AREAS IN THE DINING HALLS. STUDENTS CAN ONLY HAVE UP TO 2 GREEN-TO-GO CONTAINERS OUT AT ONE TIME – ANY GREEN-TO-GO CONTAINERS NOT RETURNED WILL INCUR A \$5 REPLACEMENT FEE PER EACH CONTAINER NOT RETURNED.
- ONLY MONTCLAIR STATE UNIVERSITY ID CARDS VALIDATED FOR MEAL SERVICE MAY BE USED FOR ENTRANCE TO THE DINING HALLS. ID CARDS MAY NOT BE ALTERED OR TRANSFERRED (USED BY ANOTHER STUDENT). CARD MISUSE MAY RESULT IN CONFISCATION.
- **ANY PROBLEM USING YOUR MEAL CARD AT THE DINING HALL(S), PLEASE CONTACT THE MEAL PLAN OFFICE MONDAY THRU FRIDAY, LOCATED IN THE STUDENT CENTER 1ST FLOOR ROOM 160A OR CALL US AT 973-655-3375.**
- DINING HALL SERVICE IS NOT PROVIDED DURING RECESS PERIODS.
- BY SIGNING THIS AGREEMENT; THE STUDENT AGREES TO ABIDE BY THE UNIVERSITY HANDBOOK POLICIES WHILE PATRONIZING ANY OF THE DINING AREAS.
- FREEZING YOUR ID CARD IMMEDIATELY AS SOON AS IT IS LOST OR STOLEN WILL PREVENT UNAUTHORIZED SPENDING ON YOUR ACCOUNTS. LOG INTO THE ONLINE CARD OFFICE AND CLICK ON LOST/STOLEN CARD UNDER THE PERSONALIZE SECTION TO BE PROMPTED TO DEACTIVATE YOUR ID CARD. ALL MONTCLAIR STATE UNIVERSITY CARD HOLDERS ARE RESPONSIBLE FOR UNAUTHORIZED SPENDING ON ACCOUNTS DUE TO LOST/STOLEN ID CARDS NOT FROZEN.

V. CHANGE IN MEAL PLANS

ANY STUDENT WHO REQUESTS TO CHANGE A MEAL PLAN MUST SUBMIT A "CHANGE OF MEAL PLAN" FORM TO THE MEAL PLAN OFFICE NO LATER THAN THE SECOND FRIDAY AFTER EACH SEMESTER BEGINS. CHANGES MAY BE GRANTED ONLY FOR EXCEPTIONAL REASONS AFTER THIS DEADLINE. THERE IS A \$25 MEAL PLAN CHANGE FEE IMPOSED FOR CHANGES AND CANCELLATIONS MADE AFTER THE SECOND FRIDAY OF EACH SEMESTER.