

Event Management, Dining, and Hospitality

Meal Plan Contract Terms and Conditions

2018–2019

I. Introduction

All the material referenced herein becomes and shall be an integral and binding part of this meal plan contract. It is the meal plan participant's responsibility to become familiar with all provisions of this contract and materials referenced.

University regulations and policies are subject to changes and additions. Such changes and additions affecting meal plan contracts shall be officially announced and/or posted on the dining website (Dining.IllinoisState.edu) and shall constitute actual notice to meal plan participants. The changes and additions shall become effective and binding at the date of such posting or official announcement.

II. Required Participation and Eligibility

All students living in the traditional residence halls (Haynie, Hewett, Manchester, Watterson, Wilkins, and Wright) are required to purchase a meal plan. Students who are currently enrolled at Illinois State University are eligible to purchase a meal plan but are not required to do so. Students who are not currently enrolled at Illinois State University are not eligible to purchase a meal plan.

III. General Terms and Conditions

a. Period of Contract

Meal plan contracts are for the entire academic year (fall and spring semester) or the balance of the academic year remaining at the time of purchase. Any plan purchased after the start of the meal period will be prorated according to the percentage of days remaining in the meal period at the time of the purchase. Dining plans for fall semester become accessible the Wednesday before classes begin and continue until the Friday of finals week. Dining centers (Watterson Dining Commons and Marketplace at Linkins Center) are closed between the fall and spring semesters (winter break). Dining plans for the spring semester become accessible the Friday before classes begin and continue until the Friday of finals week. Meals are offered in accordance with the operational calendar posted on the dining website. Specific opening times for all dining centers will be posted to Dining.IllinoisState.edu. Event

Management, Dining, and Hospitality reserves the right to alter services or hours of operation. Notice will be given through the posting of modified schedules in all dining centers and on the dining website, except when emergency circumstances prevent notice. Dining centers may be open prior to meal plan start dates/times; during such openings, credit, debit, or Redbird dollars may be used.

b. Meal Plan Access

Event Management, Dining, and Hospitality uses a computerized system to control access to the dining centers. **NO MEAL WILL BE PROVIDED WITHOUT PRESENTATION OF A VALID UNIVERSITY ID AND/OR ALTERNATIVE FORM OF PAYMENT.** See the Redbird Card Office website for ID policies.

Meals are not transferable. Meal plan participants may only pay for guest meals by using the flex dollars portion of the plan. Credit, debit, and Redbird dollars are also accepted for guest meals. Meals that are included in a meal plan can be used at both residential dining centers: Watterson Dining Commons and Marketplace at Linkins Center.

c. Meal Plan Changes

A meal plan participant may request changes to their meal plan by returning to their original application within the Housing & Dining Application Portal and changing their meal plan selection. The deadline for making changes for the fall semester is August 31; the deadline for making changes for the spring semester is January 10.

Any changes that are made after the start of the meal period will result in a prorated charge of the original plan, following the cancellation formula outlined in the next section. The number of meals and flex dollars included in the new plan, as well as corresponding charges, will be prorated according to the percentage of days remaining in the meal period at the time of the change.

d. Cancellation Policy

Meal plan contracts are for the entire year. Meal plan participants who reside in traditional residence halls may only cancel their meal plan contract after cancelling their University Housing Contract in accordance with University Housing Contract Terms and Conditions. Other meal plan participants, who are participating at will, may cancel their meal plan contract in between the fall and spring semesters, before any portion of the meal plan has been used, or upon withdrawal from the University according to the following provisions, dates, and charges:

1. Cancellation of contract may be made through the Housing & Dining Application Portal, when available. All cancellations made in the Portal should be printed for record keeping purposes. If the Portal is not available, request for cancellation must be in writing and signed by the meal plan participant.

2. Written requests for cancellation must be addressed to:
 Illinois State University
 Event Management, Dining, and Hospitality
 Attn: Meal Plan Coordinator
 Campus Box 2610
 Normal, IL 61790-2610
 Notification of cancellation to other university offices or departments will NOT be notice of a participant's intent to terminate the contract.

3. Event Management, Dining, and Hospitality will acknowledge receipt of a meal plan participant's written request for cancellation of the contract. If the cancellation request is not acknowledged within ten (10) days, it is the meal plan participant's responsibility to contact Event Management, Dining, and Hospitality to ascertain if the request was received.

4. The meal plan participant will be held responsible for cancellation charges as outlined below. The cancellation date is the later of the following two dates:
 a) the last date that the meal plan was used; b) the date that the student is eligible to cancel.

Cancellation Date	Cancellation Charges	
Prior to start of meal period	None	
After start of meal period	Unlimited and Traditional	(total cost of meal plan less flex dollars)/number of days in the meal period*number of days completed+flex dollars used
	Block	(total cost of meal plan less flex dollars)/total meals in plan*number of meals used+flex dollars used

5. Upon nonpayment of a meal plan purchase as outlined above, the University may cancel the meal plan and may refuse further requests to purchase future meal plans. In addition, Event Management, Dining, and Hospitality reserves the right to cancel a meal plan contract upon determination that the participant is no longer eligible.

e. Liability

The University assumes no responsibility or liability for personal property in any campus dining facility.

f. Solicitation

The University prohibits any sales or solicitation in the dining centers without written consent of Event Management, Dining, and Hospitality. Refer to the University's Solicitation Policy 6.1.14 for additional information.

IV. Meal Plan Rates and Descriptions

The following section outlines options and descriptions of meal plans available for the 2018-2019 academic year.

The 2018-2019 rates are not determined until the Illinois State University Board of Trustees approves them, which is expected in June 2018. When the 2018-2019 rates are established, they will be posted on the dining website. Rates listed below are the semester rates for the 2017-2018 academic year. The University reserves the right to change meal plan rates at any time.

Unlimited Meal Plans

The unlimited meal plans offer the most variety and flexibility. By purchasing an unlimited plan, the meal plan participant may eat in the residential dining centers an unlimited number of times. These meal plans also include a specific amount of flex dollars per semester. There are no refunds for unused meals.

Meal Plan	Semester Rate	Description	Available To
7-Day Unlimited	\$2,258	7 days a week access, good for unlimited visits in any residential dining center; includes \$267 in flex dollars per semester.	Students living in traditional residence halls or Cardinal Court
5-Day Unlimited	\$2,148	5 days a week access, good for unlimited visits in any residential dining center, Monday through Friday only; includes \$404 in flex dollars per semester.	Students living in traditional residence halls or Cardinal Court

Traditional Meal Plans

The traditional meal plans include a specific number of meals per week, along with a specific amount of flex dollars per semester. Meals in these plans expire Sunday evening. Unused meals on the traditional plans do not carry forward to the next week. There are no refunds for unused meals.

Meal Plan	Semester Rate	Description	Available To
19-Meal Traditional	\$2,307	This plan includes 19 meals per week and \$380 flex dollars per semester.	Students living in traditional residence halls or Cardinal Court
14-Meal Traditional	\$2,180	This plan includes 14 meals per week and \$490 flex dollars per semester.	Students living in traditional residence halls or Cardinal Court

Block Meal Plans

The block meal plans include a specific number of meals and a specific amount of flex dollars per semester. Any meals remaining at the end of each semester will expire. There are no refunds for unused meals.

Meal Plan	Semester Rate	Description	Available To
225-Block	\$2,072	This plan includes 225 accesses, may be used for any meal in any residential dining center; includes \$343 in flex dollars per semester.	Students living in Cardinal Court or off campus
225-Block PLUS	\$2,147	Same access as 225-Block PLUS \$75 additional flex dollars per semester.	Students living in Cardinal Court or off campus
150-Block	\$1,399	150 accesses, may be used for any meal in any residential dining center; includes \$227 in flex dollars per semester.	Students living in Cardinal Court or off campus
150-Block PLUS	\$1,474	Same access as 150-Block PLUS \$75 additional flex dollars per semester.	Students living in Cardinal Court or off campus
100-Block	\$981	100 accesses, may be used for any meal in any residential dining center; includes \$184 in flex dollars per semester.	Students living in Cardinal Court or off campus
100-Block PLUS	\$1,056	Same access as 100-Block PLUS \$75 additional flex dollars per semester.	Students living in Cardinal Court or off campus
50-Block	\$587	50 accesses, may be used for any meal in any residential dining center; includes \$167 in flex dollars per semester.	Students living in Cardinal Court or off campus
50-Block PLUS	\$662	Same access as 50-Block PLUS \$75 additional flex dollars per semester.	Students living in Cardinal Court or off campus

Guest Meal Policy

Meals are not transferable. Flex dollars may be used to purchase a guest meal in the residential dining centers at the posted door rate or at any retail location where flex dollars are accepted. Credit, debit, and Redbird dollars are also accepted for guest meals; cash is accepted for guest meals at select locations.

Flex Dollars

The amount of flex dollars varies depending on the meal plan selected. Each meal plan includes a specific amount of flex dollars which may be spent on food or drink at the retail dining venues in the Bone Student Center (McAlister's Deli, Pizza Hut Express, Burger King, and Einstein Bros.® Bagels), the Subway shops located on campus (Wilkins Hall, Watterson Towers, Manchester Hall, and Cardinal Court), Einstein Bros.® Bagels at Milner Library, coffee and sandwich shops in Centennial (Airport Lounge) and the State Farm Hall of Business (Business Bistro), Starbucks in the Student Fitness Center, door rates in the dining centers, and vending machines in the residence halls and Cardinal Court.

Flex dollars remaining at the end of the fall semester will roll over to the spring semester providing the meal plan participant retains a meal plan for the spring semester. All flex dollars expire at the end of the spring semester. There are no refunds for unused flex dollars.

Carryout Option

While carryout is available, disposable containers do not support campus sustainability efforts. Therefore, students are highly encouraged to dine in rather than carryout whenever possible.

All meal plan options allow carryout from the residential dining centers; however, the unlimited meal plans allow a maximum of three (3) carryout meals per day. A carryout meal is defined as one entrée, two side dishes, one dessert, and one beverage.

Carryout is available and provided to students as a courtesy. Those who wish to obtain a carry out meal must notify the cashier upon entering the dining center. Students may not take a seat in the dining center once a carryout box has been obtained. In addition, the carryout box must be fully closed when leaving the dining center (no filling up the lid and base separately). Unlimited seconds may only be obtained through dining-in. Students who wish to dine-in and carryout must purchase two meals. Dine-in and carryout meals cannot be purchased at the same time. After the completion of a dine-in meal, a carryout box may be purchased separately. Failure to follow these rules may result in the forfeiture of carryout privileges.

Payments

Meal plan charges will be billed to Student Accounts and must be paid using the meal plan participant's preferred method (full or installment) for university charges (e.g., if housing/tuition charges are billed in installments, meal plan charges will also be billed in installments). All Student Accounts policies apply.

A billing statement will be sent to the meal plan participant approximately four weeks prior to each due date. If the installment plan is chosen by the meal plan participant before the first due date of the semester, that semester's charges will be broken into four monthly installments. Failure to receive a bill does not eliminate the meal plan participant's responsibility of paying by the due date.

Payments can be made online through the Student Accounts Service Center, online through the Authorized User Portal, in-person at the Cashier's Office, or by check mailed to Illinois State University. The meal plan participant's University ID number must be written on the check and mailed along with the billing stub to:

Illinois State University
Cashier's Office
Campus Box 1210
Normal, IL 61790-1210

Further information about billing and payments can be found at www.studentaccounts.illinoisstate.edu.

Acceptance of Meal Plan Contract Terms & Conditions 2018-2019

By signing my name below, I acknowledge that I have reviewed the Meal Plan Contract Terms & Conditions 2018-2019, have had sufficient time to review and seek explanation of the terms and conditions, have carefully read them, and agree to be bound by them. I agree to pay all of the charges arising under the Meal Plan Contract Terms & Conditions 2018-2019 and any extension thereof when due under this contract and under the rules and regulation of the University together with all fees and other costs necessary for the collection of any amount not paid when due.

Name: _____ UID: _____

Student Signature: _____ Date: _____
