

Fall 2022- Spring 2023 Dining Services Program

Participation in the dining services program is required of all undergraduate students living in UAF residence halls and Cutler Apartments.

Dining Services Activation and Refund Schedule

Fall 2022		Spring 2023	
Meal plan activation	Wednesday, August 24	Meal plan activation	Friday, January 13
Fee payment deadline	Friday, September 9	Alaska civil rights day (holiday hours)	Monday, January 16
Labor day (holiday hours)	Monday, September 5	Fee payment deadline	Friday, January 27
Prorated Change and Cancellation Deadline	Friday, September 16	Prorated Change and Cancellation Deadline	Friday, February 3
50% refund	Friday, October 7	50% refund	Friday, February 24
Thanksgiving (limited hours)	November 23-27	Spring break (hours limited)	March 13-17
Last day for block use	Saturday, December 17	Last day for block use	Saturday, May 6
Munch Money expiration in excess of \$250	Monday, January 9	Meal plan expiration	Monday, May 8

TERMS: This is a legally binding contract. By signing and/or accepting the terms and conditions, the student agrees to comply with all University rules, regulations, and policies. **The term of this agreement is for one academic year**, beginning on the first day of Fall semester and will conclude on the last day of Spring semester (see activation dates).

A PolarExpress card is required to access meal plans at any UAF Dining Services location and on-campus vending machines. It is the student's responsibility to safeguard their university card. Lost or stolen cards must be replaced at the PolarExpress office located next to the Office of the Bursar in Signers' Hall.

ELIGIBILITY: Any student attending University of Alaska Fairbanks may purchase a meal plan. Undergraduate students living in residence halls or Cutler Apartment Complex are required to purchase a meal plan. Requirements for meal plan selection are determined by class standing and housing assignment. Freshman students, with less than 30 credits, living in residence halls are required to select one of the designated Freshman Meal Plans. All other students in residence halls may select from the Upperclassmen Meal Plans. Residents of Cutler Apartment Complex must select at least the minimum required meal plan. Campus residents that are not required to purchase a meal plan or students that do not live in campus housing may select any of the offered meal plans or customize a Commuter Bundle Plan.

Only the student named on the application is entitled access to their meal plan options. Meal plan holders may treat guests to meals using available funds, however, these plans are non-transferable.

EXCEPTIONS: Graduate students are excluded from the meal plan purchase requirement in residence halls and Cutler Apartments. Exceptions to the meal plan can be requested for documented health conditions, academic program scheduling and other circumstances that require special diets that cannot be accommodated through Chartwells. To request an exception to meal plan requirements, email uaf-dining@alaska.edu. Accommodations for meal plan exemption due to documented health conditions may be made through UAF Disability Services. Exception requests should be submitted no less than 14 days prior to the beginning of the semester. Requests received later may result in charges at a weekly rate or consideration for future term only.

USE OF BLOCKS AND MUNCH MONEY: Block meals are accessible for breakfast, lunch or dinner. Blocks are used for designated block meals across campus and may be exchanged for up to a \$8.00 equivalency at all dining locations. There is no limit to the number of blocks used at any one time. Block equivalency is not redeemable for cash or gift cards. **Monthly Blocks** reset on the first day of the month. **Weekly blocks** reset on Sunday mornings. Unused block meals are non-refundable and expire when the plan resets.

Munch Money is used like cash any time of day at all UAF dining locations and most campus vending machines. Up to \$250 of Munch Money remaining on accounts at the end of the Fall semester will roll into the Spring meal plan. All unused Munch Money is non-refundable and expires after the last day of the Spring semester.

Gift card exchange: Blocks are not accepted as payment for Chartwells Gift Cards. Munch Money can be used to purchase Chartwell Gift Cards up to \$250 per semester for use through the following semester (Fall, Spring, Summer).

LOCATIONS AND HOURS OF OPERATION: Information for all Dining locations and hours of operation may be found at www.uaf.edu/dining.

NOTE: Food service on campus is limited during holidays, winter break, spring break and commencement weekend. Adjustment to hours will be posted in advance at all locations and on the above website. Block meals are not accessible during winter break and the Summer semester; however, Munch Money is accessible throughout the academic year.

UNIVERSITY AUTHORITY: The University reserves the right to:

- Assign a default meal plan if a selection is not made at the time of housing assignment. Change requests from the default plan are permitted as defined in the **Changes/Cancellations/Refunds** section.
- Change the available meal plan options, associated costs and hours of operation after showing due diligence to inform meal plan participants of the change.
- Close food service facilities for maintenance or an emergency with or without advance notice.

- d) Terminate or temporarily inactivate individual meal plans privileges upon indication of non-payment of fees or misuse.

PRICING: Meal plan price is listed for each semester. Students are automatically enrolled in the same meal plan for the Spring semester, unless Dining Services is notified in writing of a different plan selection or cancellation. Add On and Commuter Bundles are a one-time purchase and do not automatically renew. All institutional charges including meal plan fees are due prior to the fee payment deadline (see schedule above). For plans purchased after the fee payment deadline, payment must be made via UA Online or with the Office of the Bursar within **5 business days** to avoid late fees and interruption of meal plan privileges.

By signing this agreement, student affirms the information provided on this application is true and is in agreement with any additional charges that may be added to their account resulting from the selection on this form. The student agrees to pay any attorneys' fees and collection costs, which may be based on a percentage at a maximum of 40% of the debt, necessary for the collection of any amounts owed to University of Alaska. If student does not pay, University of Alaska may take student's Permanent Fund Dividend under Alaska Statutes 14.40.251 and 43.23.073 and pursue other collection methods.

CHANGES/CANCELLATIONS/REFUNDS: Failure to use the Dining Plan does not and will not release a student from their dining contract.

Only the student may request a change/cancellation and must do so in writing. Submit request to UAF Dining Services at uaf-dining@alaska.edu. Changes/Cancellations to meal plans are permitted based upon the refund schedule above. Cancellation date will be determined by the later of: date cancellation request is received, move out date or last day of meal plan use.

Refunds are calculated based on weekly proration for blocks and Munch Money plus a \$25 processing fee though the initial refund period. No changes/cancellations after the 50% refund deadline. All meal plan fees to be reimbursed for changes or cancellations may be used to pay for other obligations owed by the student to the University. Any portion not applied as provided herein will be refunded to the student by the Office of the Bursar.

*UAF is an AA/EO employer and educational institution and prohibits illegal discrimination against any individual:
www.alaska.edu/nondiscrimination.*