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Payment Selection

Must be completed for all purchases.

- Cash (only if paid in person)
- Check (# _____) Make check payable to FSA-UB
- Charge to my Student Account (**requires student signature**)
This charge will appear on your University at Buffalo financial statement.

Student's Signature (required): _____

Date: _____

By signing this Agreement I am selecting the options I have marked above for the amounts indicated. I have read, understand and agree to the Terms & Conditions and Agreements for the selections I have made above. I authorize Campus Dining & Shops/FSA to collect payment as indicated above, including a charge to my credit card or billing to my University Student Account, for the amounts of all the choices that I have made. Charges to your Student Account are subject to the rules and regulations of the Office of Student Accounts. I acknowledge receiving a copy of the Campus Dining & Shops/FSA Dining Plan and Campus Cash Agreements (see reverse). Copies of the Dining Plan and Campus Cash Agreements are also available in all UB dining locations, UB Card Office, and at www.myubcard.com.

Secure credit card payments may be made using Visa or MasterCard by calling the UB Card Office (716) 645-6344.

_____ Initial here if you do NOT want your parents or guardians to have access to your Campus Dining & Shops/FSA account information.

Send this form with your orientation registration, or mail to:

Campus Dining & Shops
UB Card Office
520 Lee Road Entrance, Suite 211
Amherst, NY 14228



UB Dining Plans Campus Cash



CAMPUS DINING & SHOPS (FSA)

DINING PLAN AND CAMPUS CASH AGREEMENT

This Agreement pertains to all plans, accounts and packages provided by the Faculty Student Association (FSA) as Campus Dining & Shops (CDS) and the use of those plans and the UB Card.

Dining Plan Information

- For record keeping purposes, the value of your Dining Plan is measured in terms of meal credits and Dining Dollar points. Each Dining Dollar point has the equivalent value of one U.S. dollar. Dining Plans are subject to certain New York State tax law provisions. As a result, except as otherwise described in this agreement, unused Dining Dollars points and meal credits cannot be refunded for non-use or any other reason.

- Freshmen living in the residence halls (Fargo, Porter, Red Jacket, Richmond, Spaulding, Wilkeson, Clinton, Dewey, Lehman, Roosevelt, Goodyear, Clement, Pritchard, MacDonald, Schoelkopf, Michael) are required to have a Dining Meal Plan both semesters of their first academic year. Freshmen may choose either the Gold, Silver or Bronze plan. A freshman is defined as any full-time student who has earned less than 24 credit hours while enrolled at a college or university according to their University at Buffalo transcript at the time of purchase. Resident freshmen who obtain sophomore status for the spring semester will be allowed to choose from all available Residential Dining Plans. Documentation may be required.

- Freshmen living within the residence halls will automatically be assigned and billed for the Gold Plan but may select the Silver or Bronze plan instead. The Student's University account will be charged according to the rules and regulations outlined in this agreement.
- Upperclassmen or transfer students living in the residence halls may purchase any Resident Hall Meal Plan or a minimum of \$525 worth of Dining Dollars. An upperclassman is defined as any full-time student who has earned 24 or more credit hours at a college or university at the time of purchase.
- Upperclassmen living in University apartments (Hadley Village, South Lake Village, Flint Village, Flickinger Court, Creekside Apartments), may purchase any Dining Plan, Block Meal Plan or a minimum of \$50 worth of Dining Dollars.

- Commuters may purchase any Dining Plan, Block Meal Plan or a minimum of \$50 worth of Dining Dollars. A commuter is defined as any student not living in the residence halls.

- Graduate Students may purchase any Dining Plan, Block Meal Plan or a minimum of \$50 worth of Dining Dollars. A graduate student is defined as any student enrolled in a masters, doctoral or graduate professional studies program without regard to location of residence.
- All residential and commuter meal plans are sold on an annual basis and billed by semester. They will automatically renew for the Spring semester. Upperclassmen may choose to cancel their plans as described in this Agreement.

- Dining Plans are valid for an academic semester. Dining Plans are not valid over University breaks or recesses. A service schedule is posted at www.myubcard.com.

- All traditional Resident Dining Plans include a fixed number of non-transferable meal credits per week or per semester. One meal credit is deducted from the weekly or semester allocation for each breakfast, brunch or dinner eaten in a Residence Hall Dining Center or taken as an Exchange (see below). Only one meal credit may be used during a meal service period. The weekly meal credit allocation is reset every Monday. Meal credits do not carry over to the following week or the following semester. Resident Block Meal Plans have a semester allotment of meals that can be used during meal service hours throughout the semester.

- In the event a student cannot attend certain breakfast, brunch and/or dinner meals in a Residence Hall Dining center, Campus Dining & Shops (FSA) offers a Meal Exchange program. This program allows students to exchange a meal credit for a fixed value in certain UB Dining service operations located in the academic areas. For record keeping purposes, breakfast has an Exchange value of \$4.25, brunch an Exchange value of \$6.75, lunch an Exchange value of \$6.75 and dinner an Exchange value of \$8.00.

- Dining Dollars associated with your Dining Plan will transfer from the Fall to Spring semester only if a Spring semester Dining Plan is purchased. Fall Dining Dollar remaining balances will be automatically added to the Spring Dining Dollar starting balance of any valid plan. If a plan is canceled for the Spring semester, remaining Dining Dollars from the Fall semester will be forfeited. All Dining Dollars must be used by May 9, 2010. Dining Dollars expire after this date.

- Dining Plans and packages, including Resident Block Meal Plans and Dining Dollars, may be cancelled and a refund requested only if you withdraw or are officially released from the University or the Residence Halls. Meal Plan refunds for all plans except block plans will be given only for the number of full weeks remaining in the semester.
- Block Meal Plans are available to commuter students and students living within the campus apartments and are sold on an academic year plan and billed by semester. Meal credits and Dining Dollars will be continuous from the date activated until Sunday, May 9, 2010. Any refunds requested as a result of official withdrawal from the University will be based on the number of meals remaining less a \$100 termination fee.

- Dining Dollars may be used in the CDS convenience stores: The Elli; Campus Tees; Teddy's; and the Main Street Store for non-taxable food items. Conditions apply so please refer to www.myubcard.com for all rules and regulations.

Dining Plan Purchase and Change Dates: Fall 2009

- Upperclassmen may choose to purchase a Dining Plan at any time. Once purchased, a Dining Plan may only be changed up to Friday

September 4, 2009. After that date the plan cannot be canceled or changed.

- Freshmen will be initially assigned to and billed for the Gold Plan. Freshmen may choose to change this package up to the close of business on Friday, September 4, 2009. After that date the package cannot be changed or canceled.
- You may upgrade your plan at any time during the semester.

Spring 2010

- Freshmen and Upperclassmen who have a Dining Plan will be assigned and billed for the same Dining Plan for the Spring 2010 semester.
- Changes to the assigned Dining Plan may be made in person at the UB Card Office or online at www.myubcard.com up through the close of business Friday, January 8, 2010. No changes will be accepted after that date.
- Upperclassmen may choose to cancel their Dining Plan **IN PERSON** at the UB Card Office by the close of business December 21, 2009. No cancellations will be permitted after that date.
- Changes after January 8, 2010 due to class conflicts or change of residence will be made on an exception basis at the discretion of the UB Card Office staff. It is the responsibility of the student to notify CDS when a change of residence occurs between the fall and spring semesters.

Campus Cash Information

- Campus Cash is a form of tender at the University at Buffalo. It is subject to New York State tax laws and University Rules and Regulations.
- Campus Cash carries over from semester to semester and remains active over University breaks and recesses.
- An initial purchase of \$50 worth of points is required to open a Campus Cash account. Additional points may be purchased in increments of \$25. Each point has the equivalent value of one U.S. dollar.

- After you use your Campus Cash points for the first time, your points must be maintained in your account until (1) you officially leave the University or (2) we agree, in our sole discretion, to refund your unused points at an earlier time. When you officially leave the University or we agree to an earlier refund, unused points may be refunded to you in increments of \$10. You must request a refund by notifying the UB Card Office in writing (1) within 90 days of the end of the last semester you are officially enrolled or (2) at least 30 days in advance with respect to any other refund request. All refunds will be processed within 30 days. If you are officially leaving the University, your refund is subject to a \$10 processing fee. All other refunds are subject to a processing fee of the greater of \$10 or 5% of the value of the unused points with a cap of \$25.

- If you officially leave the University without requesting a refund of your unused Campus Cash points, FSA will maintain your unused Campus Cash points but will charge you a monthly inactivity fee of \$10 starting with the sixth month of successive inactivity and will deduct that fee from the value of your unused points prior to issuing any refund. The amount of any monthly maintenance fee is not refundable in whole or in part and will not be restored to you even if you later request a refund of your unused points.

- Except with respect to the refunds described in the preceding paragraph, Campus Cash may not be converted to cash. Vendor refunds or merchandise returns made for Campus Cash purchases must be refunded in Campus Cash points.
- Campus Cash may NOT be used to purchase alcoholic beverages, lottery tickets, gift cards, money orders or travelers' checks. Campus Cash may not be used as a deposit for goods or services.

- Campus Cash may not be used to purchase goods or services for resale or conversion to other forms of tender in any way.
- If you live in the residence halls, your Campus Cash will be accepted for payment in Dining Service operations only if you have a current Dining Plan. If you live off campus, your Campus Cash is accepted in Dining Services operations. Campus Cash sales in these operations are taxable.

- You may use Campus Cash to add Dining Dollars to your Dining Plan or to purchase a new Dining Plan. A maximum of \$500 of Campus Cash points may be charged to your Student Account on a daily basis. Campus Dining & Shops (FSA) reserves the right to limit charges to a Student Account.

UB Card Usage

- All UB Card Holders are bound by the UB Card Policies. Copies of the policy are available online at www.myubcard.com and in the UB Card Office.

- Campus Dining & Shops/FSA Dining Plans, Dining Dollars and Campus Cash accounts are regulated through the use of the UB Card. UB Cards are required to be presented for all transactions. No transaction will be made without a valid UB Card. A second form of ID may also be required at the discretion of any vendor.

- Protect your UB Card as you would protect cash or personal credit cards. Lost or stolen UB Cards MUST be reported immediately. You are liable for unauthorized use of your UB Card. You will not be liable for unauthorized use that occurs after you notify the UB Card Office of your UB Card's loss, theft or possible unauthorized use. Notification can be made online at www.myubcard.com, or in person at the UB Card Offices located in the UB Commons or Harriman Hall, or by calling (716) 645-6344 during business hours or 1 (800) 567-8821 after business hours. You will be notified of any other methods of reporting your card lost or stolen as they become available.

- For your security, if another person uses your UB Card, it will be considered stolen and will be confiscated and destroyed. You will be

charged a fee for replacement and the user may be subject to legal action. Do **NOT** lend your UB Card to anyone.

- Your UB Card may not be altered in any way. Holes may not be punched nor cut in the card. Replacements for altered cards will be reissued at the cardholder's expense. This fee will not be waived. It is the cardholder's responsibility to keep the card in a manner to prevent damage.

Business Practices

- All checks need to be made payable to "FSA-UB." Accounts opened with checks that are returned for insufficient funds will be subject to a \$25 charge to the account holder's University account.
- Under this agreement your rights and privileges are not transferable; they belong exclusively to you and may not be assigned to anyone else on a temporary or permanent basis.

- Campus Dining & Shops (FSA) accounts include Dining Plans, Block Meal Plans, Dining Dollars and Campus Cash accounts. FSA plans are available to all official Students, Faculty, and Staff of the University at Buffalo. The plans are governed by the laws of the United States, New York State, and Erie County and by the rules and regulations of the University at Buffalo and the Faculty Student Association.
- FSA plans may be purchased with cash, check, MasterCard or Visa or a charge to your University Student Account subject to the terms and conditions of the Office of Student Accounts.

- Charges to your Student Account are subject to Campus Dining & Shops (FSA) and University regulations and approval. Limits and deadlines apply. Purchases made with a charge to your Student Account must be paid in full by the due date of the bill on which they appear. If there is a bursar check stop or delinquent balance on your Student Account, you will not be able to charge additional purchases to that account. You are responsible for all charges to your Student Account. If a charge does not appear on a bill as expected, call the UB Card Office for information.

- Campus Dining & Shops (FSA) reserves the right to collect payment through the student's University Account for payment of disputed or denied charges, including bad checks, disputed credit card charges, or non-credited checks.

- The UB Card Office is the exclusive managing agent for all Campus Dining & Shops (FSA) Dining Plans, Dining Dollars and Campus Cash accounts.

- Questions regarding accounts, changes to plans, requests for refunds, and error resolution must be made in writing to the UB Card office. Requests made by contacting the Office of Student Accounts, Housing, Student Response Center or any other UB office will not be accepted.

- For your convenience, you may purchase, view and manage your Campus Dining & Shops (FSA) accounts online. You may purchase Campus Cash points and Dining Dollar points by using your credit card or by directing FSA to charge the purchase to your Student Account. You can login to your account using your official UBit username and password. Do NOT reveal your password to anyone. Neither FSA nor the University at Buffalo is responsible for any charges to your Student Account resulting from the misuse of your password. Important information about your UBit username is available at <http://ubit.buffalo.edu/ubitname/index.php>.

- Meals, Dining Dollars and Campus Cash may not be used to purchase goods or services for the purpose of resale or trade or conversion to any other form of tender.

- Meal credits, Dining Dollar points and Campus Cash points obtained under this agreement have no monetary value.

- As a precaution there is a limit of 20 Dining Dollars or Campus Cash points that may be spent in vending machines each day.

- Terms and conditions of this agreement are subject to change and will be posted in the UB Card Office and on our web site at www.myubcard.com.

- E-mail communications must be made using your official UB e-mail address. All communications to account and/or cardholders will be sent only to your official UB e-mail address. It is your responsibility to check that account regularly.

Other Information About Your Plans

- By signing this Agreement you are authorizing Campus Dining & Shops (FSA) to discuss plan information with your parent or legal guardian. If you do NOT wish Campus Dining & Shops (FSA) to disclose information about your plans to your parent or legal guardian, you MUST indicate this on the contract in the appropriate place. Your decision remains in effect until changed by you by written notice to the UB Card Office or upon the next contract you sign.

- Campus Dining & Shops (FSA) reserves the right to contact all FSA plan holders via mail or by e-mail or other electronic means regarding official information concerning the FSA and its plans and services.
- Campus Dining & Shops (FSA) reserves the right to contact all UB Card Holders via mail or by e-mail or other electronic means regarding official information concerning the UB Card and associated programs.
- Due to the nature of the official notifications you may opt out in person only. Forms are available in the UB Card Offices to opt out of notifications. Upon opting out, Campus Dining & Shops (FSA) is no longer responsible to inform you of any changes or important information regarding your UB Card or accounts.

- Campus Dining & Shops (FSA) may contract with service providers to provide support services for FSA plans. FSA reserves the right to provide identifier, transactional, and informational data from FSA accounts to such service providers.

- From time to time official University at Buffalo partners may provide marketing information to Campus Dining & Shops (FSA) plan holders. You may opt out of this program by completing a form available from the UB Card Office.

Dining Plan/Campus Cash Account Application Fall 2009/Spring 2010

UB Person Number

Social Security Number (required - last four digits only)

Official UB E-mail @buffalo.edu

UB Card Number 5081 2803

Last Name (please print)

First Name MI

Home Phone #

Home Address

Please check one: Freshman (first-year) Transfer Student Upperclass Graduate Student

Please check one: Living in campus apartments Living in residence halls Living off campus

Dining Plans (choose only one)

All dining plans automatically renew for the spring semester for resident and commuter students unless changed in person at the UB Card office or on-line by January 8, 2010.

For Freshmen Residence Hall Students

These semester-by-semester dining packages are available to any UB student, but freshmen living in residence halls MUST choose from one of the three plans listed below.

___ **UB Gold - \$1,950**
19 meals! That's every meal we serve every week throughout the semester. Plus, you'll receive a Campus Cash Quick Start and Extras Package.

- 14 meals per week in the Resident Dining Center (Breakfast & Dinner Mon.-Fri./Brunch & Dinner Sat.-Sun.) or meal exchanges
- 5 Weekday Lunch swipes (\$6.75 value to use at UB Restaurants and Snack Bars)
- \$200 Dining Dollars
- 3 Guest Meal Passes
- \$25 Campus Cash
- Extras Package (UB Card Insurance - one free replacement, UB Welcome Package)

___ **UB Silver - \$1,800**
If you plan on eating one to two meals per day and go home some weekends, then this plan would be a good choice.

- 12 meals per week in the Resident Dining Centers or meal exchanges
- \$350 Dining Dollars
- 3 Guest Meal Passes

___ **UB Bronze - \$1,650**
This plan works best for students with lighter appetites and who go home most weekends.

- 8 meals per week in the Resident Dining Centers or meal exchanges
- \$400 Dining Dollars
- 3 Guest Meal Passes

Add-on Items

___ **UB Card Insurance - \$10**

___ **UB Welcome Package - \$25**

First-Year Student?

Freshmen living in residence halls are automatically billed for the UB Gold Plan for the fall semester. If you prefer the UB Silver or UB Bronze plan,, please return this form before the start of school, or bring it with you to Orientation. All dining plans automatically renew for the spring semester unless changed by January 8, 2010.

For Upperclassmen Residence Hall Students

Choose from any of the dining plans to the left or buy only the meals you need with Resident Block Plans or Dining Dollars below. *These plans are not available to freshmen students.*

___ **Resident Block 160 - \$1,700**

- 160 meals per semester in the Resident Dining Centers or meal exchanges (averages 10 meals per week)
- \$350 Dining Dollars
- 3 Guest Meal Passes

___ **Resident Block 115 - \$1,600**

- 115 meals per semester in the Resident Dining Centers or meal exchanges (averages 7 meals per week)
- \$400 Dining Dollars
- 3 Guest Meal Passes

___ **Resident Block 80 - \$1,350**

- 80 meals per semester in the Resident Dining Centers or meal exchanges (averages 5 meals per week)
- \$450 Dining Dollars
- 3 Guest Meal Passes

___ **Resident Super Dining Dollars - \$955**

- \$525 Dining Dollars
- \$400 Campus Cash
- Extras Package (UB Card Insurance – one free replacement, UB Welcome Package)

___ **Resident Dining Dollar Plan - \$525** (minimum)

- \$525 Dining Dollars

For Commuters, Graduate Students or Apartment Residents

Choose from any of the plans above or to the left or buy only the meals you need with the semester Block Meal Plan or open a Commuter Dining Dollars account with a minimum deposit of \$50.

___ **Block of 50 Plan - \$525**

- 50 meals per semester in the Resident Dining Centers or meal exchanges (avg. 3 meals per week)

___ **Commuter Dining Dollar Plan**
\$_____ (choose the amount, minimum \$50, increments of \$25)

Please add the following to my Campus Cash account. If I do not have a current account, please open one for me (minimum of \$25 to open):

___ \$500 ___ \$400 ___ \$300

\$_____ Other (in increments of \$25)

Please complete other side. →