

Dining Service and Easy Money Accounts—*Terms of Agreement for Resident Students*

Dining Plan Agreement

(Required)

All meal options are accessed through the Eagle One card, the official identification card for The College at Brockport. Use of any of the dining plans means you have accepted the terms and conditions listed below, and they will apply to your account. Other offers from the Brockport Auxiliary Service Corporation (BASC) may supersede this offer.

The card holder is responsible for maintaining their card for their entire school career and it is the responsibility of the card owner to notify the BASC Business Office in the event that the Eagle One card is lost. A temporary ID card is available for a four-day period while you look for a lost card. A lost or damaged card may be replaced for \$25. Regular office hours are Monday – Friday from 8 am – 5 pm. After hours, a lost card should be reported to any open dining facility or by visiting our Web site at www.basc1.org. If you deactivate your card it will remain inactive until you come to the BASC Business Office to reactivate it. Dining Services is not responsible for any transactions that occur when a card is lost. The dining plan agreement is an annual (fall/spring semesters) contract and is tax exempt, therefore only the Eagle One card holder can use their Eagle One card to access their dining plan option. Any student who attempts to use another student's card will be fined \$25, and is subject to discipline within the campus judicial system.

When providing email addresses (student and/or parent) as part of the dining plan selection process, the student and/or parent give permission to receive electronic communications from BASC.

When you live on campus you must purchase a resident dining plan. First year and transfer students who do not select one will be assigned the Two-A-Day plan. Once you select a dining plan you will receive that plan each semester you live on campus unless you make a change. Only one change to a dining option can be made during the first three weeks of each semester. Meals do not roll over between semesters. Any Dining Dollars remaining in the fall semester will be rolled over to the spring semester, provided another dining plan is purchased. Dining Dollars do not roll over from the spring semester to the fall semester due to NYS tax regulations.

If eligible, payment for a dining service account may be deferred through the Financial Aid Office located in the Rakov Center.

Each meal plan includes three guest passes to be used at either Brockway or Harrison Dining Halls. Resident meal plan holders may purchase up to five guest passes per semester at \$6 (includes tax) per pass only at the BASC Business Office. Guest

passes do not carry from semester to semester, including those you purchase.

Meal Plan holders who exhaust their dining hall meals in any given week can still eat in the dining halls. They will be charged the following Dining Dollar prices for additional meals:

Breakfast	\$5.70
Lunch	\$8.45
Dinner	\$9.99

Additional Dining Dollars may be purchased in any amount at any time with cash, check, credit card or through our Web site at www.basc1.org. Additions to the student bill are limited to the first three weeks of each semester. When you add money via your student bill in the fall semester, that same amount will be added in the spring semester, unless otherwise requested.

Withdrawal refunds are limited to the first 12 weeks of the semester. Refunds for a dining plan will be on a prorated basis when a student formally withdraws from the College.

For Meal Plan holders, meals are served in Brockway and Harrison Dining Halls. Only one meal is permitted per meal period for those on the Two-A-Day, Any 10, Any 7, and Any 5 Plans. Two-A-Day meals do not carry over day to day and Any 10, Any 7, and Any 5 meals do not carry over week to week. The Unlimited Plan has no limit to the number of meals per meal period. Meal periods are posted at www.basc1.org and in each dining hall. Meals do not rollover.

For customers selecting the Any 10, Any 7, or Any 5, meals will be added to the Eagle One card starting with breakfast on Monday and ending with dinner on Sunday.

No food should be removed from either Brockway or Harrison Dining Halls. China, glasses, silverware or other Dining Services' property must remain in the facility.

Easy Money Agreement

(Optional)

Easy Money is an optional debit account at The College at Brockport that is accessed through the Eagle One card. It is completely separate from the dining plan accounts.

Easy Money can be used at many locations on and around campus (subject to change). See www.basc1.org for a complete listing of locations.

You may only make changes to your Easy Money account during the first three weeks of each semester. Additions via the student bill are also limited to the first three weeks of each semester. When you add money via your student bill in the fall semester, that same amount will be added in

the spring semester, unless otherwise requested. If you receive financial aid funds, you may establish an Easy Money account for up to the amount that your award exceeds your College charges. When Federal Title IV financial aid funds are processed by the Office of Student Accounts, amounts authorized will be applied to your account. If you choose to use financial aid funds to pay for Easy Money, you must go to the Office of Student Accounts Web site and authorize the use of your financial aid for "non-institutional expenses". Contact the BASC Business Office to notify them of the amount you have authorized through Title IV to be added to your Easy Money account on your Eagle One card. Easy Money cannot be used to pay portions of your student bill. Any federal, state or private financial aid funds that you are entitled to receive will be applied first to educational expenses due to the College, next to credit the Easy Money account, and any remaining amount will be issued to you.

Easy Money that has been billed for the current semester, and not paid by mid-October for the fall semester and mid-March for the spring semester will be deactivated. It will not be reinstated until the total amount due on the bill is paid.

Easy Money accounts will remain active until you formally separate from the College. Easy Money accounts that have been inactive for a period 12 months will be closed and there will be no refund. You must contact the BASC Business Office upon graduation/separation for a refund of your Easy Money.

To minimize potential loss to the participant, unattended locations/applications such as vending will carry a daily spending limit. Easy Money cannot be used to purchase alcohol or tobacco. Easy Money is not a bank account and you are unable to receive cash from your Easy Money account.

Information regarding the participant's account or transactions may be disclosed to third parties when necessary to complete transactions, when the condition or existence of an account must be verified, to comply with a government agency or court orders, or with the participant's written permission.

All transactions can be viewed online at www.basc1.org. If you do not have access to the Web, a monthly transaction statement can be given to the participant upon request. The participant agrees to review this statement promptly upon receipt and inform the BASC Business Office of any discrepancies immediately. The error will be investigated and the participant will be notified of the determination within 20 business days. If the BASC Business Office is not informed within 60 days after the statement was given to the participant, the participant shall assume liability for the erroneous charges.

Information on the above accounts can only be discussed with the student who holds the account.

See Your Right to Know & Academic Policies Handbook for The College at Brockport.

All information located on this form is also available on our Web site at www.basc1.org