

# 2019-20 USF Greek Housing Agreement

## Terms, Conditions, and Responsibilities

- I. **OVERVIEW:** The USF Student Housing Agreement requires students to sign this USF Student Housing Agreement as follows:
1. **USF Greek Housing Agreement (“Agreement”):** The Greek Housing Agreement is a financially and legally binding agreement between the University of South Florida’s Board of Trustees, a public body corporate acting for the University of South Florida and a prospective or enrolled student who is and intends to remain enrolled. It is a agreement for the use of space and all terms including length of agreement, cancellation terms and other terms set forth will be enforced. (Special Status Students are housed upon approval by the Department.) Any alterations by the student to the terms contained in the agreement will neither be honored nor deemed valid without specific written approval from the Assistant Vice President for Housing & Residential Education recognizing acceptance of and identifying the proposed alterations. By signing the Agreement, electronically or otherwise, the student is acknowledging notice of all of the Greek Housing Agreement terms.
  2. **Greek Housing Corporation Agreement (“Agreement”):** The student is required to adhere to the Greek Housing Corporation Agreements and/or terms of the Greek Organization’s terms for housing occupancy. Accordingly, although there is a set cost for the use of the space by the Agreement, the Greek Housing Corporation Agreement (herein Agreement) or the Greek Organization membership terms may impose preconditions to the Agreement termination and include assessment of specific costs to the student for cancellation of the Agreement.

## II. TERMS OF CONTRACT

### 1. Definitions

- a. **Application:** The form that is completed that contains preferences for dining, roommates, and/or room/building type.
- b. **Application Fee:** A \$50 non-refundable fee that is assessed to a student account upon submission of an application.
- c. **Cancellation:** The act of requesting to end the agreement and the assignment. Fees may apply.
- d. **Consideration:** The student’s consideration is the payment made by the student in the form of application fee or rent. The Department consideration is the processing of the application for room assignment. Either party may cancel the agreement before assignment of housing as set forth in Section 5 below.
- e. **Agreement:** A binding agreement between the student and the University.
- f. **Department:** The Office of Housing and Residential Education, the Assistant Vice President for Housing & Residential Education or the designee
- g. **Residence Halls:** All traditional, suite, and apartment style halls unless otherwise specified.
- h. **Selection:** The student’s choice or the Department’s assignment of a specific room.
- i. **Student:** An individual that has been admitted to the University.
- j. **Space:** A bed in a traditional, suite, or apartment in University owned or operated residential buildings.

### 2. Eligibility Requirement for Greek Housing:

- a. Students who have been accepted to the University by the University Office of Admissions are eligible to apply for housing. To be considered for housing, the student must submit the application and fee which is effectively a agreement for housing.
- b. Student must remain enrolled in University courses during each semester covered by the Term of this Agreement. Should Student fail to meet this enrollment requirement, the Department may cancel this Agreement and require Student to vacate his/her assigned Space in accordance with applicable University Policies or other applicable laws, regulations, policies, or procedures.
- c. Students living in Greek Village must remain an active member of their Greek organization and abide by all policies governing their particular organization. Failure to remain an active member in good standing with their

organization and the University will result in a room change out of the Greek Village to an available space in another residence hall on campus.

3. **Department Assignment Preconditions:**

- a. **Vaccination Requirement:** Students must submit appropriate vaccination information and forms to USF Student Health Services to enable the Department to make a room assignment. Failure of the student to submit the required vaccination/immunization record either at the time of application or to enable a room assignment is considered cancellation by the student of the agreement. The Department will not make any room assignment and the Department will not refund the application fee based on the student's cancellation of the agreement by non-compliance with the vaccination agreement term.
- b. **Availability for Housing:** The Department may cancel the agreement for housing if a room is not available or appropriate for assignment to the student.

4. **Application Fee:** Upon submission of the application, a \$50 non-refundable application fee will be assessed to the student account. The student must provide payment in one of two forms:

- a. The actual payment is submitted using University payment processes
- b. The Department processes and approves a deferral of the required fee. The fee will not be waived.

5. **Effective Date:** This Agreement shall become effective upon the Department receiving both the housing application and the required fee by one of the two methods specified in Section II(3). Once the agreement becomes effective, the Department will be able to initiate the housing assignment process.

6. **Inability to perform:** If the Department is unable to assign a student a space due to:

- a. the student's failure to meet the assignment prerequisites; the Agreement will be considered cancelled by the student without refund of the non-refundable application fee
- b. the Department's inability to identify available or suitable space; the Agreement will be considered cancelled and the Department will refund the application fee.

7. **Length of Agreement:** The agreement dates covered by these terms, conditions, and responsibilities are the Fall 2019 thru Summer 2020 terms. The dates for each semester are available on the USF Housing website at [usf.edu/housing](http://usf.edu/housing). Occupancy during break periods is limited to specific locations and incurs an additional charge.

8. **Occupancy Status:** Occupancy occurs when a student officially receives the keys to the room and signs the corresponding keycard or is officially checked-in via the student housing software. If either condition exists, then the room is considered officially occupied. Occupancy will remain in effect until the same procedure is followed to check-out of the space. Removing personal belongings and vacating the assigned space without completing the check-out portion of the Room Condition Form and Key Card Form will be considered an improper check-out and the student will be financially responsible for the terms of the agreement and associated fees.

9. **Occupancy Requirements:** Residence hall space may be occupied only by the student to whom this agreement is made. The agreement may not be assigned, and residence hall space may not be sublet to another person.

- a. **Guest Limitations:** Residents are responsible for the actions and any damages incurred by their guests.

10. **Utilities:** The Department is not liable for interruption or failure of utilities such as heating, air conditioning, water, electricity, cable television, internet, etc. The Department reserves the right to assess additional charges and/or rent during the Agreement period to offset increased utility and/or other operational costs, provided the Department gives written notification to the student at least 30 days prior to any increase in rent or charges.

11. **University Entry Rights:** Authorized Department personnel may enter Student's Space without the Student's permission (but following prior notice to Student) for maintenance/housekeeping purposes and for fire/safety inspections. When authorized Department personnel have reasonable belief that a violation of a University Policy, or violation of any local, state, or federal law, regulation, or ordinance is in progress, or in the event of an emergency, such personnel may enter Student's Space without notice to Student.

12. **Condition of Space:** Student's Space shall be kept clean and orderly. Charges may be assessed to Students for damage to, unauthorized use of, or alterations to, rooms, furnishings, appliances, equipment, locks, or buildings, and for special cleaning necessitated by improper care of rooms, furnishings, appliances, or equipment either within Student's Space or on the floor or in the section of the facility wherein Student's Space is located.

13. **Specific Space Requirements:** At no time does the Department guarantee assignment to a specific complex, building, room, roommate, room type, or room occupancy (single, double, or triple).
14. **Space Not Transferable:** Student's assigned Space may be inhabited ONLY by the Student, and such Space is not transferable or assignable without the Department's prior written approval. Spaces may not be sublet to another person(s). Appropriate monetary charges, as determined by the Department, will be assessed, and/or disciplinary action will be taken, against violators of the provisions in this paragraph.
15. **Room Consolidation:** The Department reserves the right of room consolidation, change the room's gender designation, occupancy designation, or change in the assignment either in advance of check-in or after the start of the term. If one of the occupants of a double occupancy room moves out, another occupant will be assigned to that room by the Department. If no such assignment can be made, upon notification by the Department, the remaining occupant will exercise one of the following options: (a) locate another roommate who agrees to be reassigned to the occupant's room, (b) be reassigned to a double occupancy room chosen by the Department, or (c) be reassigned to single occupancy, if available, and pay the single occupancy rate.
16. **Meal Plan Requirement:** All First Time in College students residing on campus are required to purchase a meal plan. More information on meal plan options can be found at [www.usf.campusdish.com](http://www.usf.campusdish.com).
17. **Disabilities and Facilities:** A variety of facilities are available for students with disabilities and other medical considerations in on-campus housing. Students requesting reasonable accommodations for housing based on a disability or a medical condition must submit their request for said accommodations in writing to the housing office by June 1 for the fall semester. Housing staff will confer with the Office of Students with Disabilities Services in order to determine any reasonable and appropriate accommodations. Any information provided to the Department of Housing & Residential Education substantiating a disability or medical condition will be maintained in strict confidence pursuant to Federal and Florida law.
18. **Transfer/Reassignment:** The student may, after written approval from the Department, move to another residence hall space in accordance with the Department's reassignment policies, which are incorporated herein by reference.
  - a. No unapproved transfers: The student shall not be permitted to transfer to another housing space without the approval of the Department. If the student does occupy another housing space without the approval of the department, they will be responsible for the rental fees of both the room they moved to and the room they are assigned.
19. **Common Spaces:** The Department reserves the right to determine the need for and the use of all lounges and other common or public areas in and around the Residence Halls. Living unit lounges may be converted and assigned as residence hall space when deemed necessary by the Assistant Vice President of Housing & Residential Education.
20. **Damage Liability:** The Department is not liable for damage to or loss of personal property, failure or interruption of utilities, or for injury or inconvenience to persons (except to the extent set forth in Florida Statutes, Sec. 768.28[2010].) Students are encouraged to provide their own personal property loss insurance.
21. **Department Modification Rules:** The Department reserves the right to make additional and/or modify existing rules and regulations. The Department agrees to make every reasonable effort to inform resident students of any regulation changes or pertinent policy information.
22. **Departmental Discretion:** The Department may cancel this Agreement or change Student's Space assignment in the interest of order, discipline, health, safety, security, maximum utilization of Department facilities and resources, and/or educational delivery, or for the Student's failure to pay rent or charges in a timely manner.
23. **Provisional Removal for Behavior:** Resident(s) who have been determined to create an immediate danger or threat to the community may be provisionally removed from USF Housing until an investigation and a resolution can occur. This authority shall rest with the Assistant Vice President for Housing & Residential Education, or designee. Residents will remain financially responsible for the agreement during the provisional removal.
24. **Adherence to USF Restrictions and Compliance with USF Regulations:** A Students are prohibited from inviting or hosting a person in their room, residence hall, or on campus when the student knows that that person has been barred from campus by the University Police or other University official. Any student or person who knowingly violates this section may be subject to all applicable University, civil and criminal penalties.
25. **Correspondence:** Correspondence from Housing including rent bills, notices of other charges, credits, and other materials will be emailed to students at their official University email account.

### III. RATES AND PAYMENT OPTIONS

The Department offers two types of Payment Options; semester payments or through Financial Aid if aid (not including work study) is sufficient to cover your expenses.

1. **Rates:** Rates are listed on the posted Rate Schedule, are by reference made a part hereof, and are subject to change following approval by the Board of Trustees. The non-refundable \$50 application payment is due with the agreement when submitted and is in addition to the published rates. Students receiving Financial Aid will have any outstanding housing charges deducted from their aid prior to receiving a reimbursement check regardless of their payment option. This Agreement is separate from and not contingent upon financial aid or scholarship award notification.
2. **Student's Payment Obligation:** Student acknowledges that different Department facilities have different rental rates. The amount of rent Student will be obligated to pay will depend on the Space assigned to Student, and Student's rental amounts will not be known until such assignment is made. A rate schedule reflecting the current rental rates associated with the Department's various facilities is available at [www.usf.edu/housing](http://www.usf.edu/housing) which schedule is incorporated herein by reference. The rates set forth in the schedule are subject to change. Student acknowledges that he/she will be bound by this Agreement so long as any increase in the rental rate associated with Student's assigned Space prior to Student's occupancy is in accordance with this Agreement.
3. **Unpaid Charges:** Any unpaid rent, cancellation, or other charges accruing under this Agreement may be applied to Student's University account and may result in a hold being placed on Student's record and/or academic transcripts.
4. **Fees:** The methods of payment are listed below:
  - a. **Payments Online:** Online payments, via credit card or e-check, for housing may be completed via the USF payment gateway available at [oasis.usf.edu](http://oasis.usf.edu). *Online payments made via the OASIS payment link will be processed as per the USF Cashier's Office protocols and so may or may not be applied to your housing balance.*
  - b. **Payments by Check:** Housing payments by paper check/money order may be mailed to the USF Payment Center at:  
University of South Florida  
PO Box 864571  
Orlando, FL 32886-4571
5. **Payments by Cash:** Housing payments using cash may be made at the USF Cashier's Office located in the Student Services Building. You must notify the cashier at time of payment that you are paying a housing fee in order to ensure the payment is made toward housing.

### IV. PAYMENT SCHEDULE

Make checks/money orders payable to USF. Print student name and student ID on front of check or money order.

Agreement Type	Semester Payment Due
Fall Agreement	10/11/19
Spring Agreement	2/28/20
Summer Agreement	7/3/20

1. **Default Process:** If a resident defaults in the payment of rent or other housing charges, the resident may be charged a 5% late fee on the outstanding balance, remain liable for the agreed amount and other housing charges, and the resident's University records may be placed on Administrative Hold.
2. **Collections Process:** Students failing to make payment within the appropriate time frame, as set by the University Controller's Office, will be subject to the University's collections policy (please see the web site <http://www.usf.edu/business-finance/controller/student-services/accountsreceivable/Department-accounts.aspx> for more information).

### V. CANCELLATION

1. **Agreement Cancellation:** Notwithstanding anything contained herein, and even when Student's cancellation is permitted under the terms of this Agreement, this Agreement may not be canceled without, the prior written approval of the Department. Such approval will be in accordance with, and subject to, the terms and conditions of this Agreement.

2. **Cancellation by Department:**

- a. **Policy and Procedures for a Department Cancellation:** The Department may, in accordance with applicable rules of the University and the Board of Trustees, initiate reassignment or cancel the agreement with any and all applicable charges if deemed necessary by the Department in the best interest of order, health, discipline, safety, security, disaster, failure to make required payments according to Payment Schedule, or compliance with the University’s immunization policy. The Department may also cancel a agreement for any individual whose enrollment status changes (including but not limited to a voluntary withdrawal, dismissal or change status as a student) over the term of the agreement. Students whose agreement has been cancelled will be required to vacate the residence halls within 24 hours from notification unless otherwise indicated. A student’s accepted agreement may be cancelled by the Department of Housing & Residential Education due to the maximum utilization of facilities at which time any fees paid will be refunded in the same method in which it was collected.
- b. **No Show Cancellation Policy:** Residents who have not properly occupied their room by 12 p.m. on the first day of classes and have not notified the Department of their late arrival may be declared “no shows” and be reassigned based on availability of bed space. If the student is found to be not enrolled, the student shall be charged a \$1,500 cancellation fee. If the student is enrolled, they will be charged for one-half of the charges on the agreement (this may include fall and/or spring charges).
- c. **Cancellation Due to Administrative Dismissal:** Students who are removed from housing and/or dismissed from the University as a result of administrative reasons will be responsible for the agreement as per the aforementioned cancellation terms.
- d. **Cancellation Due to Conduct Dismissal:** Students who are removed from housing and/or dismissed from the University as a result of student conduct sanction, or are currently a subject of an ongoing investigation by Students Rights and Responsibilities, will be subject to the full fees for the housing agreement and their account will be adjusted accordingly.
- e. **Cancellation Due to Academic Dismissal:** Students who are academically dismissed by the University will not be charged a cancellation fee, provided they cancel their housing agreement, vacate the room, and complete the prescribed check out procedures prior to the opening of the residence halls for the given term. Students who are academically dismissed and complete these steps after the opening of the halls will be charged a \$1500.00 cancellation fee and a daily-prorated rental charge.

3. **Cancellation by Student:**

- a. **Eligibility, Procedure:** Students living in Greek Village must get written permission from their house corporation to move out of the house before any cancellation will be processed and students must contact their housing corporation for such permission and obtain express written approval from their housing corporation before submitting their request to Housing & Residential Education, but certain charges may apply. Cancellation requests must be submitted through the Greek Housing Portal under the “Cancellation Form” found at [www.usf.edu/housing](http://www.usf.edu/housing). Requests for cancellation over the phone and/or email will not be accepted.
- b. **Cancellation Circumstances:** A Student cancellation request must be expressly authorized by the terms and conditions of this Agreement must be made via [www.usf.edu/housing](http://www.usf.edu/housing) and must result from one of the circumstances set forth in this Agreement. The Department may, within its sole discretion, deny all other cancellation requests. Cancellation of an Agreement may be subject to the cancellation fees as set forth in this Article 4 below. Cancellation of the Agreement is subject to the other conditions contained herein, including the payment of applicable cancellation fees.
- c. **Cancellation Fee Chart and Policy:** Fees will be assessed as follows and are dependent on the status of the applicant in the assignment process and the time of the cancellation notice:

Status in Assignment Process	October 1, 2018 – May 1, 2019	May 2 – June 1, 2019	June 2 – July 1, 2019	July 2 – August 1, 2019	August 2 – August 18, 2019	After August 18, 2019
<b>Applied</b>	No Charge	No Charge	No Charge	No Charge	No Charge	No Charge
<b>Assigned</b>	No Charge	\$250	\$500	\$1000	\$1500	Half the Remaining Charges for the Agreement

- d. **Cancelling Housing After Moving In:** Students wishing to cancel their agreement after moving into the residence halls may do so by paying a prorated fee for time assigned to the room, plus one-half of the remaining charges on the agreement (this may include fall and/or spring charges). The fees will be added to the students financial account and will be due and owing immediately. Non-payment of the fees may result in a student registration hold or restriction on graduation and ability to obtain a transcript. Late payments may also include collection fees.
- e. **Cancellation Due to a Medical Issue:** The Student must provide a medical withdrawal that has been accepted and approved by the University of South Florida. Medical withdrawal terminates this agreement for any semesters commencing after the medical withdrawal date, and USF will refund a portion of the rent for the semester the Student withdraws for medical reasons, based upon the Student's move out date. Medical conditions that do not require medical withdrawal from USF are not grounds for termination of this agreement, or for waiver or reduction of cancellation fees.
- f. **Appeals:** In extenuating circumstances, Student may submit to the Department a cancellation request for circumstances that do not meet the criteria set forth herein. The Department's Housing Appeals Committee, within its sole and absolute discretion, may, but is not required to, authorize a reduction or removal of cancellation fees after written petition from the Student (form available on the Housing Portal under Housing Forms). If the Housing Appeals Committee releases Student from this Agreement, Student will remain subject to any applicable charges or fees as determined by the Housing Appeals Committee, including, but not limited to, a cancellation fee. Decisions of the Housing Appeals Committee cannot be further appealed.

## VI. GENERAL PROVISIONS:

- 1. **Department Interpretation Controls:** Department shall make the final interpretation of, or determination under, all provisions of this Agreement, as well as any related University Policies.
- 2. **Department Not Liable:** The Department is not liable for loss of or damage to Student's personal property kept in Student's assigned Space or on or about any of Department's facilities.
- 3. **Modifications:** This Agreement may not be modified or amended, except by a further written instrument executed by both Department and Student.
- 4. **No Waiver:** Any failure by either party hereto to exercise any of its rights hereunder shall not be construed as a waiver of such rights, nor shall any such failure preclude exercise of such rights at a later time.
- 5. **Severability:** Whenever possible, each part of this Agreement shall be interpreted in such a manner as to be valid under the applicable law. However, if it shall be found that any part of this Agreement is illegal and unenforceable, such part or parts shall be of no force and effect to the extent of such illegality or unenforceability, without invalidating the legal and enforceable remainder of such part or parts or any other part of this Agreement.
- 6. **Assignment:** This Agreement shall not be assigned by either Department or Student without the express written consent of the other party, which consent may be given in each party's sole discretion.
- 7. **Headings:** Section headings used in this Agreement are for convenience only and are not to be construed as part of this Agreement.
- 8. **Construction:** This Agreement shall not be construed more strongly against any party, regardless of who is responsible for its preparation.
- 9. **Public Records:** This Agreement is subject to the Public Records Law of the State of Florida, Chapter 119, Florida Statutes.
- 10. **Governing Law; Venue:** This Agreement and all transactions governed by this Agreement shall be governed by, and construed and enforced in accordance with, the laws of the State of Florida without regard to principles of conflicts of laws. In the event of any legal or equitable action arising under this Agreement, the parties agree that the jurisdiction and venue of such action shall lie exclusively within the courts of record of the State of Florida located in Hillsborough County, Florida, and the parties specifically waive any other jurisdiction and venue.
- 11. **Sovereign Immunity:** Nothing contained herein shall be construed or interpreted as (a) denying to either party any remedy or defense available to such party under the laws of the State of Florida; (b) the consent of University or the State of Florida or their agents and agencies to be sued; or (c) a waiver of either University's or the State of Florida's sovereign immunity beyond the limited waiver provided in section 768.28, Florida Statutes.
- 12. **Merger:** This Agreement is the complete, entire, final, and exclusive statement of the terms and conditions of the

agreement between the parties as of the Effective Date, but subject to any addendum or amendment entered into between University and Student subsequent to the Effective Date (including an addendum pertaining to the Village, if applicable). This Agreement supersedes, and the terms of this Agreement govern, any prior collateral agreements, whether written or oral, between the parties with respect to the subject matter hereof.

13. **Time of the Essence:** Time is of the essence of this Agreement.
14. **Electronic Signature; Counterparts:** This Agreement may be executed by electronic signature in accordance with Florida law, and in two or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.

The University of South Florida is an equal opportunity institution and, as such, assigns residence hall space to qualified enrolled students without regard to race, color, marital status, religion, national origin, disability, age, Vietnam Era or disabled veterans status, sexual orientation, as provided by law and in accordance with the University's respect for personal dignity.

# 2019-20 USF Dining Contract

## Terms, Conditions, and Responsibilities

### Meal Plan Provisions:

Your USF ID, which serves as your meal card, is required for all transactions – no exceptions. All meal plans starting in the Fall for First Year Residents are a two semester commitment (FALL 2019 & SPRING 2020); Dining Dollar Only plans are not a meal plan.

If your USF ID Card is lost or stolen, you must immediately report it to USF Dining Services 813-974-4499 to place ID on hold or you may place it on hold at [usf.edu/Bullbucks](http://usf.edu/Bullbucks). USF Dining is not responsible for any meals missed due to lost or stolen USF ID Cards. You may be eligible for a temporary card issued by the Meal Plan Office located in the MSC room 1502. The card would be valid only at dining halls for 5 days from when it was issued. You must return the temporary card or you will be charged \$10.00.

### First Year Resident Meal Plan:

As part of your first year experience at USF, students who are residing on campus, are to select a meal plan prior to moving into their residence hall or on-campus apartment, and may select an Open Access or Any 15 meal plan. (Summer residency is not included as a previous term of residence and does not exempt a student from the meal plan requirement for new residents). Exceptions are for transfer students with 12 or more college attended credit hours (dual enrollment does not apply). First year students who move on campus after the start of the semester have one week to select an Open Access or Any 15 plan.

### Grace Periods:

You may upgrade your account at any time. A grace period is provided each semester during which you may change the prorated value of your Residential Meal Plan to another Residential Meal Plan. **Fall 2019 grace period: 08/26/19 - 08/30/19 at 4pm & Spring 2020 grace period 01/13/20-01/17/20 at 4pm.** Meal Plan changes must be completed in person at the USF Dining Services Meal Plan Office located in MSC 1502.

### Cancellation Policy:

***It is the meal plan holder's responsibility to notify USF Dining of the request to cancel a meal plan by the end of the grace period, unless withdrawing from the University.*** All cancellations must go to the USF Dining Committee for review and decision. ***If a student does not receive Housing or cancels a Housing assignment, this does not automatically cancel a meal plan contract. Non-payment does not cancel your meal plan.*** Exceptions: Students not returning for Spring semester need to bring verification of registration withdrawal or transfer to the Meal Plan Office by the end of the Fall semester.

### Dining Dollars:

Any unused Dining Dollars from the Fall semesters will rollover to the Spring semester with the purchase of a Spring Meal Plan (excludes Dining Dollar Only Plans). If the account holder does not wish to participate in the Spring Meal Plan (returning and off-campus students only) any unused Dining Dollars will be forfeited at the end of the Fall semester: December 14, 2019<sup>\*\*\*</sup>. Unused Spring Dining Dollars will be forfeited at the end of the semester. May 09th, 2020<sup>\*\*\*</sup>. It is the customer's responsibility to monitor their Dining Dollar balance. This can be done by downloading the MyUSF app and selecting the Bulls Bucks button (this will show Dining Dollars balance). <sup>\*\*\*</sup>Dining Dollar only plans are valid only for the semester purchased.

### Refund Policy:

All website purchases are considered to be final. Exceptions will be made for processing errors. All refunds for processing errors will be refunded to the credit card used for the purchase.

For your convenience, all Spring meal plans will be automatically activated for you to enjoy beginning January 5, 2019. Should you wish to make any changes to your plan, we encourage you to come to our office during the appropriate grace period (see section: Grace Period).

### Important Dates:

**The Fall Meal Plan begins on Thursday, August 22nd 2019 with opening and ends Saturday, December 14th,, 2019<sup>\*\*\*</sup>. Spring Meal Plans begin on Saturday January 11th, 2020 and ends Saturday, May 9th, 2020<sup>\*\*\*</sup>.**

Dining halls may be closed for the Thanksgiving Holiday, Winter Holiday\*, Spring Break, and other University Holidays. Dining Hours are subject to change due to school holidays, exam schedules, reading days, and inclement weather conditions.

\*View USF Dining's Hours of Operations, Menus, and limited time Meal Plan Offerings at [USFDining.com](http://USFDining.com).

### Payment Provisions:

All charges for a meal plan selection will be posted to the student account (OASIS) with payment due in accordance with University payment deadlines or as otherwise specified:

FALL 2019

Item	Deadline
MEAL PLAN PAYMENT DUE DATE	August 30, 2019 (5:00 PM)
MEAL PLAN PAYMENT DUE DATE For students with billed Florida Prepaid Tuition Plans or with Financial Aid Deferments	October 11, 2019 (5:00 PM)***

SPRING 2020

Item	Deadline
MEAL PLAN PAYMENT DUE DATE	January 17, 2020 (5:00 PM)
MEAL PLAN PAYMENT DUE DATE For students with billed Florida Prepaid Tuition Plans or with Financial Aid Deferments	February 28, 2020 (5:00 PM)***

Tax on dining dollars is deducted from the account as spent. As a resource, more information regarding student account (OASIS) payments can be found by visiting [www.usf.edu/cashiers](http://www.usf.edu/cashiers).

### Meal Plan Usage:

All funds and plans purchased for use in USF Dining are for the personal use of the owner of the account or plan only and are non-transferable. The USF Dining funds and plans cannot be used as a gift card or gift certificate.

Students have the ability to monitor their account balance by downloading the MyUSF Mobile App and clicking on the \$ icon.

**Open Access and Any 15 Meal Plans are non-transferable.** Only the participant may use the allotted meals at the residential dining halls. The Dining Dollar portion of the Meal Plan may be used to treat guests to a meal, if desired.

**Any 15:** The meal week runs from Wednesday morning to Tuesday night. Unused meals on the Any 15 plan do not carry forward to the following week. Meals reset to 15 meals every Wednesday morning.

**Bull Block Plans:** The meal portion of the Meal Plan may be used to treat a maximum of three guests to a meal, if desired. Any unused meals will be forfeited at the end of the semester for Fall, and again for Spring.

### Carry Out Policy, Rules, and Regulations:

#### Reusable To-Go Box Policy:

Meal Plan holders can enjoy their meal to-go by using USF Dining's eco-friendly to-go box throughout the semester. To-go users will pay a deposit for a one-time "Green Fee" of \$5 and will receive an eco-friendly to-go box. The box may be returned to the cashier at any dining hall in exchange for a clean box. If you would like to utilize more than one to-go box at a time, there will be an additional "Green Fee" of \$5 (three box maximum). Purchases can be made using Dining Dollars, cash, or credit (excluding Discover). At the end of the semester, up to three to-go boxes may be returned to the dining hall to receive the refund of the "Green Fee" deposit.

#### Carry-Out Usage:

1. Bring your clean to-go box into any three residential dining halls. (Juniper Poplar, Champion's Choice, and The Hub)
2. Swipe in to pay for your meal, indicate that you would like your meal to-go at the cash register. You are NOT allowed to dine in using a to-go box.
3. Fill up your to-go box with a variety of delicious food.
4. Bring your to-go box into any three of the dining halls to exchange for a clean one.

#### Cupanion Policy:

A To-go Cup is available with the \$5 purchase of our Eco-friendly Cupanion Mug. You can make your \$5 purchase at any Residential Dining Hall (Juniper Poplar, Champion's Choice, The Hub). Purchases can be made using Dining Dollars, Cash, or Credit (excluding Discover).

#### Cupanion Usage:

1. Bring your Cupanion Mug with you to any of the three residential dining halls.
2. Swipe in to pay for your meal.
3. Fill up your Cupanion Mug with a hot or cold beverage of your choice.
4. Download the Cupanion App and learn more at [Cupanion.com](http://Cupanion.com)
5. Scan your Cupanion Mug each time you reuse to earn points towards free food and USF Dining Merchandise every month!

\* Your Cupanion Mug's usage is intended ONLY for beverages.

\* Lids can be replaced in the event of your first Cupanion Lid cracking or breaking by coming to the Meal Plan Office, MSC 1502 to retrieve a new one.