University Dining Services
Dining Meal Plan Contract Terms of Agreement

A. According to the Board of Regents policy, single freshmen living in residential life are required to contract for a minimum meal plan as specified on the University Dining Services (UDS) website. **Meal plans are contracted for the full academic school year** (asterisk denotes important dates below). The smallest meal plan allowed for a freshman will be assigned if no plan preference is requested. The student’s bursar account will be billed each semester. Information on meal plans can be found at the UDS website [http://dining.okstate.edu/meal-plan](http://dining.okstate.edu/meal-plan).

B. The contract dining plan is an annual agreement for the full academic year of the fall and spring semester (asterisk denotes important dates below).

C. Effective June 2009, meal plans are **NOT** terminated at Residential Life. If you cancel your meal plan on or after the first day of class for the fall or spring semester, you will be credited a prorated amount of your fall or spring semester meal plan charge or the remaining balance, whichever is smaller. In addition, you will be charged a $150 buyout fee for contract termination. All contract cancellations and approvals must be made in writing through the Meal Plan Office at 301 Student Union, Monday through Friday from 8AM to noon and 1PM to 5PM, or by sending a message to dining@okstate.edu. If you have any questions, please contact 405-744-4920.

D. If a student living in residential life withdraws from the University, the meal plan is terminated. You will be credited a prorated amount of your semester meal plan charge or remaining balance, whichever is smaller. The prorated amount is based on your last day in the residential hall.

E. A student is allowed to change, but not cancel, his/her contracted meal plan for the semester with no penalty, once within the first week of classes following the listed date requirements below. After the first week of classes, all other qualified meal plan changes will incur a $50 fee for the change. All qualified contract terminations, including qualified students choosing to switch from a contract plan to the “G” (non-contract) plan, are charged a $150 buyout fee plus any proration fee.

F. Meal plans are not transferable. Meal plan holders may not loan their cards to others. Misuse will result in forfeiture. The dining manager will confiscate and turn in the card to ID Services located at 113 Math Sciences.

G. Dining dollars remaining in the fall semester will be rolled over to the spring semester following the meal plan guidelines listed on the UDS website at [http://dining.okstate.edu](http://dining.okstate.edu). Dining dollars can be rolled from the spring semester to the following fall semester as long as the student
purchases a contracted meal plan. If they change from a contracted meal plan to a G plan, there is no carryover.

H. There are no dining service options available over the December holiday recess when the campus is closed.

I. Additional dining dollars can be added by cash, credit card, check or bursar charge through the Meal Plan Office at 301 Student Union, Monday through Friday from 8AM to noon and 1PM to 5PM, or by contacting 405-744-4920 for instructions.

J. UDS is not responsible for lost or stolen cards or any meal plan expenditures made between the time the card is lost or stolen and the time it is reported to campus police.

K. Student must authorize UDS to release meal plan information to another individual by completing the appropriate form located online at http://registrar.okstate.edu/index.php?option=com_content&view=article&id=12&Itemid=8 or filling out the FERPA forms in the Registrar’s office.

L. If you are a returning upperclassman, your meal plan choice is the same as the previous year unless you manually change it on the dropdown menu within Starez when completing your housing contract.

M. If you choose to purchase the non-contracted G plan and do not provide a dollar amount, your request will be defaulted to $100. The minimum dollar amount you can put on a non-contracted G plan is $100.

Rates and Payments

A. Dining meal plan charges are billed to the student’s bursar account in full on the first billing statement of the semester. In an effort to assist our students in meeting financial obligations, Oklahoma State University offers an in-house administered payment option plan (POP) as an alternative to the traditional lump-sum payment method. This plan provides an opportunity for families and students to pay University-billed expenses in regular monthly payments either by the semester or annually. No finance charges are associated with the payment option plan or enrollment holds incurred if payments are made as promised. Visit the bursar website link for the POP application: http://bursar.okstate.edu/documents/POP-StepByStep.pdf

B. Any late payment is subject to bursar department policies and procedures. An enrollment and/or charging hold may be placed on your official University record if your account remains delinquent.

C. UDS dining rates are subject to change at the direction of the Board of Regents.

*IMPORTANT DATES FOR MEAL PLAN CONTRACTS

2014-2015

- Meal plan academic year is August 17, 2015 through May 6, 2016.
- Meal plan changes to contract without penalty for fall semester due by August 21, 2015.
- Meal plan changes to contract without penalty for spring semester due by January 15, 2016.
• Meal plan contract changes without penalty for summer semester due by June 10, 2016.