



# 2009-2010 Dining Plan Add/Change/Drop

Date Received:

Please read the accompanying "Dining Services Information Sheet" for specific Dining Plan Options

**Student Information - Please Print Clearly**

Name: \_\_\_\_\_

Student ID #: \_\_\_\_\_

E-Mail Address: \_\_\_\_\_  
Please note correspondence regarding this request will be sent to your CUA e-mail address.

My class status is (please check one):

FR     SO     JR/SR     Grad     Law

(0-29 credits)    (30-59 credits)    (60+ credits)

Current Assignment: Hall: \_\_\_\_\_ Room #: \_\_\_\_\_

**Current Dining Plan** (costs indicated are per semester)

Freshmen and Sophomores	Juniors, Seniors, Graduate & Law
_____ None * (see below)	_____ None * (see below)
_____ Anytime Platinum (\$2,497)	_____ Commuter 75 (\$858)
_____ Anytime Gold (\$2,397)	_____ Commuter 50 (\$610)
_____ Anytime Silver(\$2,297)	_____ Commuter 25 (\$359)
	_____ Anytime Silver (\$2,297)
	_____ 175 Block Plan (\$2,068)
	_____ 100 Block Plan (\$1,301)

**New Dining Plan** (costs indicated are per semester)

Freshmen and Sophomores	Juniors, Seniors, Graduate & Law
_____ None * (see below)	_____ None * (see below)
_____ Anytime Platinum (\$2,497)	_____ Commuter 75 (\$858)
_____ Anytime Gold (\$2,397)	_____ Commuter 50 (\$610)
_____ Anytime Silver(\$2,297)	_____ Commuter 25 (\$359)
	_____ Anytime Silver (\$2,297)
	_____ 175 Block Plan (\$2,068)
	_____ 100 Block Plan (\$1,301)

**Dining Plan Changes**

- Requests to add or change a dining plan should be submitted to the Dining Services Office (1st floor of the Pryzbyla Center) or the Housing Services Office (160 Cardinal Hall).
- The deadline to request a dining plan change or cancellation is the Friday of the first week of classes for each semester. That is September 4 for the Fall 2009 semester and January 15 for the Spring 2010 semester.
- If a request to change a dining plan is approved, your student account will be updated to reflect the daily prorated difference in cost for the new dining plan.

**Dining Plan Cancellations**

- Freshman and Sophomore residents may cancel their dining plans only if they officially withdraw from university housing.
- All other residents may cancel their dining plans during the first week of classes using this form, marking "None" in the New Dining Plan Box, and submitting it to Dining Services or Housing Services. If the plan or dining dollars have been used, a pro-rated charge will apply.
- Board refunds will be made on a prorated basis during the first week of classes for changes or cancellations. After this week, any approved cancellation refund would be based upon the university refund schedule.
- A dining cancellation fee (\$50) may be assessed for dining plan cancellations if the dining plan is cancelled separate from housing.

**I am aware that signing and submitting this form signifies that I have read, understood, and agree to abide by all of the above information.**

Student Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**Office Use Only - Do Not Write Below This Line**

Class Status Verified:	<input type="radio"/> FR	Dining Services Contacted:	<input type="radio"/> Plan Used	Dining Plan Changed and/or Cancelled:	System Information		
	<input type="radio"/> SO		<input type="radio"/> Plan Unused		System	Entered By:	Date Entered:
	<input type="radio"/> JR				CBord/Odyssey		
	<input type="radio"/> SR	Dining \$ Used:	\$ _____	Initials: _____	Housing Director		
	<input type="radio"/> Grad			Date: _____			
	<input type="radio"/> Law						



# 2009-2010 Dining Services Information Sheet

## Dining Plan Participation Requirement

All residential Freshmen and Sophomores are required to enroll in CUA's dining plan program. Residential Freshmen and Sophomores may select from the Anytime Platinum, Anytime Silver, or Anytime Gold plans. Any Freshman or Sophomore resident who does not select a dining plan will automatically be assigned the Anytime Platinum plan.

## Dining Plan Options

<p><b><u>Anytime Platinum --- \$2,497</u></b> Provides unlimited access to continuous all-you-care-to-eat service in the Student Restaurant plus eight guest meal passes and <b>\$300</b> in Dining Dollars per semester.</p>	<p><b><u>Anytime Gold --- \$2,397</u></b> Provides unlimited access to continuous all-you-care-to-eat service in the Student Restaurant plus four guest meal passes and <b>\$200</b> in Dining Dollars per semester.</p>	<p><b><u>Anytime Silver --- \$2,297</u></b> Provides unlimited access to continuous all-you-care-to-eat service in the Student Restaurant plus two guest meal passes and <b>\$100</b> in Dining Dollars per semester.</p>
<p><b><u>175 Block Plan --- \$2,068</u></b> Available to all students except residential Freshmen and Sophomores. Students are offered a choice of any 175 meals served in the Student Restaurant during the academic semester (average of 11 meals per week). Only one meal can be used per dining period (i.e. breakfast, lunch or dinner). An additional <b>\$400</b> in Dining Dollars is included that can be spent in the Food Court and any on-campus dining services location.</p>	<p><b><u>100 Block Plan --- \$1,301</u></b> Available to all students except residential Freshmen and Sophomores. Students are offered a choice of any 100 meals served in the Student Restaurant during the academic semester (average of 6 meals per week). Only one meal can be used per dining period (i.e. breakfast, lunch or dinner). An additional <b>\$300</b> in Dining Dollars is included that can be spent in the Food Court and any on-campus dining services location.</p>	
<p><b><u>Commuter 75 ---\$858</u></b> Available to all students except Residential Freshmen and Sophomores. Designed for the commuter, students are offered a choice of any 75 meals served in the Student Restaurant during the academic semester (average of 4-5 meals per week). Only one meal can be used per dining period (i.e. breakfast, lunch, or dinner). An additional <b>\$100</b> in Dining Dollars is included that can be spent in the Food Court and any on-campus dining services location.</p>	<p><b><u>Commuter 50 --- \$610</u></b> Available to all students except Residential Freshmen and Sophomores. Designed for the commuter, students are offered a choice of any 50 meals served in the Student Restaurant during the academic semester (average 3 meals per week). Only 1 meal can be used per dining period (i.e. breakfast, lunch or dinner). An additional <b>\$100</b> in Dining Dollars is included that can be spent in the Food Court and any on-campus dining services location.</p>	<p><b><u>Commuter 25 --- \$359</u></b> Available to all students except Residential Freshmen and Sophomores. Designed for the commuter, students are offered a choice of any 25 meals served in the Student Restaurant during the academic semester (average 1-2 meals per week). Only 1 meal can be used per dining period (i.e. breakfast, lunch, or dinner). An additional <b>\$100</b> in Dining Dollars is included that can be spent in the Food Court and any on-campus dining services location.</p>

## Contractual Obligations

All freshman and sophomore residents must participate in one of the university dining plan options; these residents must select one of the Anytime Dining Plans. If a freshman or sophomore resident does not select a dining plan, the resident will be assigned the Anytime Platinum Plan. Petitions for release from this requirement based on dietary considerations must be submitted in writing to Dining Services, via the Student Health Center, prior to the end of the cancellation period. Request forms for this purpose are available at the offices of Dining Services and Student Health Services, as well as online at the Dining Services web site (<http://dining.cua.edu>). Petitions will be reviewed by University staff and decisions will be communicated in writing, normally within three working days of receipt of the petition.

The dining plan a student has enrolled in for the fall semester will also be the dining plan he or she will be assigned and billed for during the spring semester, unless the student requests and is approved for cancellation or change of their fall dining plan. Unused Dining Dollars will carry over from the Fall semester to the Spring Semester if a student retains a dining plan; unused Dining Dollars will expire at the end of the Spring semester.

Dining plans begin with the dinner meal on the Saturday prior to the first day of classes for undergraduate students and terminate with the dinner meal on the last day of final exam period for undergraduates. Dining plans are not in effect during the Thanksgiving, Christmas, Easter and Spring break periods.

Dining Plans are accessed utilizing the University's Cardinal Card. Changes to dining plans normally cannot be made after the last day of the first week of classes of each semester, or after the dining plan has been used. Freshman and sophomore residents may cancel their dining plans only if they officially withdraw from university housing. All other students (residential or nonresidential) may seek to cancel their dining plans prior to the last day of the first week of classes by making this request, in writing.

After the cutoff date, students may cancel their dining plans only if they officially withdraw or take a leave of absence from CUA. All refunds are processed according to the University Refund Schedule; please refer to <http://policies.cua.edu/finance/studentacc/refund.cfm> for information regarding this schedule. If a student requests and is approved for cancellation or change of their dining plan for the fall semester, that cancellation or change is automatically applied to the spring semester. If the dining plan is cancelled separate from a housing assignment, the dining cancellation fee of \$50 maybe assessed.

If the cancellation or change request is denied, a student would address any additional appeal to the Associate Vice President for Business Services. An additional appeal is available if the student feels that the specifics of the particular case have not been recognized. The university reserves the right to assign all students to a dining plan and to suspend a student's dining privileges if necessary.