



**UH Dining Services
Meal Plan Form
Terms and Conditions**

LAST NAME **FIRST NAME** **MIDDLE NAME**

EMPL ID **E-MAIL ADDRESS** **PHONE NUMBER**

LOCAL ADDRESS:

STREET **CITY** **STATE** **ZIP**

Meals Per Week	Block Plans	Cougar Cash Plans	
<input type="checkbox"/> 21 Meals	<input type="checkbox"/> RFOC 20	<input type="checkbox"/> Select 300	<input type="checkbox"/> Additional Cougar Cash Amount \$ _____
<input type="checkbox"/> 15 Meals	<input type="checkbox"/> RFOC 40	<input type="checkbox"/> Select 500	
<input type="checkbox"/> 9 Meals	<input type="checkbox"/> RFOC 80	<input type="checkbox"/> Select 800	
<input type="checkbox"/> 5 Meals	<input type="checkbox"/> RFOC 140	<input type="checkbox"/> Cougar Cash Plan	

A. Requirements

- a. Participants must be an actively enrolled student with the University of Houston campus.
- b. All charges for Meal Plans or Cougar Cash Plans will be placed on the Student's University Account and will be subject to the same payment deadlines and penalties as other charges.
- c. Participants are divided into two groups:
 - i. Mandatory Participants (Residential students living in Moody Towers or the Quadrangle) are contractually required to be on a meal plan and are restricted to certain meal plans based on classification (see below). Meal plans for mandatory participants are for the academic year. See information below on changes and cancellations.
 - ii. Voluntary Participants (any other student including students living in Bayou Oaks, Cambridge Oaks, Cougar Place, and Cullen Oaks) can choose whether to purchase a meal plan and can choose any meal plan offered. Meal plans for voluntary participants are for the semester and students will need to select a meal plan each semester.
- d. Authorization to Release Personal Information to Aramark, Inc. for JAMS Reward Program:
 - i. I understand that by completing my enrollment in a meal plan at the University of Houston, I hereby voluntarily authorize officials in the Cougar 1 Card Office, on behalf of the University of Houston, to disclose the personally identifiable information listed below from my meal plan enrollment record to representatives of Aramark Dining Services, d/b/a UH Dining Services for the sole purpose of providing me with information regarding the JAMS Reward Program. I hereby authorize the Cougar 1 Card Office to release my name, student or employee identification number (as applicable), mailing address and email address.
 - ii. I understand that the above-referenced information may be released orally or in the form of copies of written records, as preferred by Aramark. With regard to the disclosure of my home address and home telephone number to Aramark, as contemplated by this authorization, this authorization shall supersede any request that I may have previously submitted to the University of Houston under Texas Government Code § 552.024. This authorization will remain in effect from the date it is executed until revoked by me, in writing, and delivered to the Cougar 1 Card Office.

Cardholder's Signature Date
 Cardholder's Name

(Terms Continued On Back Page)

- B. Meal Plan/Cougar Cash Options**
- a. **Weekly Meal Plans** are eaten in the all-you-care-to-eat dining facilities (RFoCs) located at Moody Towers and the Quadrangle (Oberholtzer Hall) up to four (4) times per day. Unused meals will not carry forward from week to week.
 - b. **Block Meal Plans** are eaten in the all-you-care-to-eat dining facilities (RFoCs) located at Moody Towers and the Quadrangle (Oberholtzer Hall) until all meals are used. Block meals carry forward from week to week, but expires at the end of each semester.
 - c. **Cougar Cash** can be used in all dining facilities managed by the University of Houston Dining Services, which includes retail venues in the University Center, Satellite and on campus C3 convenience stores. Cougar Cash cannot be used to purchase cigarettes or alcoholic beverages. The following students are allowed to choose an all declining cougar cash plan:
 - i. Sophomore, junior, and senior residents living in the Quadrangle and Moody Towers with two (2) or more semesters are allowed to choose an all declining cougar cash plan.
 - ii. All residents living at Cougar Place, Cullen Oaks, Cambridge Oaks, and Bayou Oaks.
 - iii. All other students enrolled at the University.
 - d. For more information on start and stop dates for meal plans, log on to the Cougar1Card website at www.uh.edu/cougar1card and click on the Dining Services link.
- C. Meal Plan/Cougar Cash Restrictions**
- a. Starting the first day of classes there will be a 24 business hours delay before funds are deposited to your meal plan account (also known as your Cougar 1Card) excluding weekend and holidays, unless the meal plan is designated for a specific time period.
 - b. The meal plans and cougar cash accounts are separate accounts from your Flex and Cougar OneAccount.
 - c. Meal plan and cougar cash participants are not allowed to transfer funds...
 - i. from a flex account, OneAccount, or a residential meal plan account to a meal plan or cougar cash account; or
 - ii. from a cougar cash or meal plan account to a flex account, OneAccount, or residential meal plan account.
 - iii. from a cougar cash account to a meal plan account, or
 - iv. from a meal plan account to a cougar cash account.
 - d. Cougar Cash cannot be used to purchase cigarettes or alcoholic beverages. The payment methods for non-food items in the campus convenience stores are credit/debit cards, cash, and flex account.
 - i. Cougar Cash balances continue to roll over from one semester to the next semester.
 - ii. Cougar Cash balances will automatically close after one year of no activity.
 - e. Meal plans and Cougar Cash plans are non-refundable. Please see the meal plan petition process outlined below.
 - f. There will be no cash refunds for closed meal plan accounts.
 - g. Students are allowed to make one change in their meal plan selection up to the 12th class day each semester. If students change their plan on the same day selected they can make the change on line. Students that need to make a change in their meal plan any other day will need to contact the Housing Services Office (108 Oberholtzer Hall) mandatory participants or the Cougar 1Card Office (279 University Center) voluntary participants.
 - h. The deadline for meal plan changes is the 12th class day (ORD-official reporting day) of each semester.
- D. Cancellations**
- a. **Cancellations (Residential-Mandatory Meal Plan Participants):**
 - i. No Shows/Pre-move in cancellations: Full Refund.
 - ii. Residential students who cancel their meal plan by the 12th class day will be prorated.
 - iii. Residential students who move off campus after the 12th class day, their meal plans will be converted to a commuter plan for the remainder of the semester. You can request changes via the meal plan petition process outlined below.
 - iv. Residential students who have dropped from the University will be required to provide official written documentation from the University. Meal plans for non-enrolled students will be prorated.
 - b. **Cancellations (Voluntary Meal Plan Participants):**
 - i. Cancellations will be accepted from students that withdraw from the University.
 - ii. Students that withdraw from the University will need to submit a Meal Plan Petition and will follow the process outlined below.
 - iii. All other requests will need to follow the Meal Plan Petition Process and each case will be reviewed.
- E. Meal Plan Petition Process:**
- a. You may request an exception (Meal Plan change or adjustment) by filing a Meal Plan Petition in the appropriate office (Mandatory Meal Plan Students – Housing Office 108 OB, Voluntary Meal Plan Students – Cougar One Card Office)
 - b. The following information will be required:
 - i. Student’s Classification
 - ii. Living Arrangements (Campus or Commuter Student)
 - iii. An Activity Report provided by the Cougar 1Card Office
 - iv. Documentation of reason: (Health Issues: Physician Verification/Work Schedule/Employer Verification)
 - v. Any change in the student’s circumstance since signing up for a plan.

For more information regarding Residential Meal Plans, contact the Housing Service Office at (713) 743-6000. For more information on Commuter Meal Plans contact the Cougar 1Card Office at (713) 743-2399.

Standard Form Approved
by the University of Houston System
Office of the General Counsel
Office of Contract Compliance