

2017-2018 FIRST-YEAR DINING PLAN CONTRACT

Duke University requires that all first-year undergraduate students residing on East Campus participate in a First-Year Dining Plan.

TERMS & CONDITIONS:

- This contract is between the individual (a first-year student living on East Campus) named below (the participant) and Duke Dining Services.
- The participant may select one of the dining plans listed below (Plan H or Plan I).
- The period of this contract shall be for the semester(s) indicated below. Fall semester contracts are automatically renewed for the spring unless changed or cancelled during the Dining Plan Change Periods listed below.
- A participant selecting both the fall and spring semesters will be billed prior to each semester for the selected Dining Plan and a \$50.00 Dining fee through the University Bursar.
- Dining Services can change the terms & conditions of this contract with 30 days' notice.

BOARD PLAN:

- The board plan includes fourteen all-you-can-eat meals at the Marketplace per week: five breakfasts Monday through Friday, seven dinners, and two brunches (Monday through Sunday dinner, Saturday and Sunday brunch). See the chart below for specific service dates.
- After leaving the facility, a participant cannot re-enter during the same meal period.
- The board plan includes four guest meal passes per semester.

FOOD POINTS:

- Food Points will be allocated each semester. Although unused fall Food Points will remain in the account for use during the spring semester, spring semester plans must be purchased in full. Cancellation of the spring plan will result in forfeiture of any unused fall Food Points. Spring semester Food Points will not be available before spring semester begins.
- The participant will have access to Food Points from August 21, 2017 through 11:59pm on May 13, 2018.
- The participant may add up to \$1,500.00 in additional Food Points per semester (in increments of \$25.00) to the selected dining plan during the term of the contract. These additional Food Points are charged to the participant's Bursar account and will be subject to the Refund Policy.

CANCELLATION POLICY:

- A participant who withdraws from classes or takes a leave of absence (as certified by the Registrar, Residential Life, or an appropriate dean) may cancel this contract by notifying the DukeCard Office.
- A \$30 fee applies to the cancellation of an existing dining plan. This fee is waived for fall semester cancellations requested by August 4, 2017 and for spring semester cancellations requested by December 19, 2017.
- For mid-semester cancellations, Dining Services will credit the participant's Bursar account with a prorated amount of board plan meals.
- Cancellation of the spring plan will result in forfeiture of any unused fall Food Points.

REFUND POLICY:

- Duke University does not provide refunds for unused Food Points or board plan meals.

DINING PLAN CHANGES:

- Recognized Dining Plan Change Period dates are listed in the table below.
- Dining Plan costs will be charged to the participant's Bursar bill during the Blackout Period prior to each semester. Therefore, the participant's Bursar statement will correctly state Dining Plan changes made during Primary Spring Change Periods, but will not correctly state Dining Plan changes made during the Secondary Change Periods. For changes made during Secondary Change Periods, the participant's original Dining Plan will appear on the Bursar statement and will be corrected in subsequent statements.
- A \$20 processing fee applies to any Dining Plan change processed at any time after Open Selection (the Fall Primary Change Period) has closed, but will be waived if the participant changes to a larger Dining Plan.
- A participant requesting a Dining Plan change on medical grounds will be referred to the Student Health Center, who will then make a recommendation to the Dining Services Director. Based on this as well as further research, the Director will make the final decision.

BASIC INFORMATION:

- The Dining Plan is non-transferable, either in part or whole.
- The participant must present his/her DukeCard (Duke University's ID card) to the cashier at the time of purchase.
- Account statements can be accessed online at dukecard.duke.edu. You can view detailed information for the current period and statements for the past six months. Questions concerning transaction records or the status of an account should be referred to the DukeCard Office (012 Telcom Building (lower level/rear entrance)).
- The participant should immediately report a lost DukeCard to the DukeCard Office to protect the account from unauthorized use. Duke Dining will not assume responsibility for unauthorized transactions.
- Duke Dining Services reserves the right to determine menus, prices, hours, days of operation, and other operational practices for all dining facilities.
- The participant can pay for a guest's transaction only when present at the time of purchase (by using Food Points).
- Misuse of the Dining Plan is subject to the provisions of the Duke University Judicial Code.

BOARD PLAN SERVICE PERIODS	Last Meal Before Break	First Meal After Break
First-Year Orientation	First Board Meal Thursday, August 24, 2017 -Breakfast-	
Fall Break	Friday, October 6, 2017 Breakfast	Tuesday, October 10, 2017 Dinner
Thanksgiving Break	Tuesday, November 21, 2017 Dinner	Sunday, November 26, 2017 Dinner
Winter Break	Monday, December 18, 2017 Breakfast	Tuesday, January 9, 2018 Dinner
Spring Break	Friday, March 9, 2018 Breakfast	Sunday, March 18, 2018 Dinner
End of Academic Year	Saturday, May 5, 2018 Breakfast (Not Brunch)	---

DINING PLAN CHANGE PERIODS	Fall 2017	Spring 2018
Selection/Change Period	Now-August 4, 2017 (Fri)	September 4, 2017 (Mon) – December 19, 2017 (Tues)
Final Time for Changes	August 4, 2017 (Fri) at 11:59pm	December 19, 2017 (Tues) at 11:59pm

Dining Plan (Cost per Semester)	Plan I	Plan H
\$3,329	\$3,329	\$3,258
	(\$2,752 board + \$527 Points)	(\$2,752 board + \$456 Points)
	Does not include 7.5% NC sales tax surcharge & \$50 dining fee	Does not include 7.5% NC sales tax surcharge & \$50 dining fee
If the participant does not select a Dining Plan, Plan H will automatically be assigned for the academic year (no later than August 5, 2017).		