

2017-2018 NON-RESIDENTIAL DINING PLAN CONTRACT

Duke University requires that all undergraduate students residing on campus participate in a Dining Plan.

TERMS & CONDITIONS:

- This contract is between the individual (living on Central Campus) named below (the participant) and Duke Dining Services.
- The participant may select one of the dining plans listed below (A, B, C, D, E, F or J).
- 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 Points will be allocated each semester. Although unused fall dining 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 dining points. Spring semester Dining Points will not be available before spring semester begins.
- The participant will have access to the Food Points from August 21, 2017 through 11:59pm on May 13, 2018.
- The participant may add up to \$1,500.00 in additional Dining Points per semester (in increments of \$25.00) to the selected dining plan during the term of the contract. These additional Dining Points are charged to the participant's Bursar account and will be subject to the Refund Policy.
- Dining Services can change the terms and conditions of this contract with 30 days' notice.
- 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.

DINING PLAN CHANGES:

- Recognized Change Period dates are listed in the table below.
- Dining Plan costs will be charged to the participant's Bursar bill during the Selection/Change Period prior to each semester. For changes made after the Selection/Change Period, 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 moving off campus may convert to a non-residential dining plan without penalty.
- A participant requesting a Dining Plan change on religious or medical grounds will be referred to the Student Health Center, who will then make a recommendation to the Dining Services Director. Based on this recommendation and further research, the Director will make the final decision.
- A participant requesting a change for any other reason must contact the Duke Dining Services Administrative office. Decisions of this office are final.

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.
- The participant should immediately report a lost DukeCard to the DukeCard Office to protect the account from unauthorized use.
- Duke Dining Services, a division of Student Affairs, reserves the right to determine menus, prices, hours, days of operation, and other operational practices for all dining facilities.

REFUND POLICY:

- Duke University does not provide refunds for unused food points.

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 \$30.00 fee applies to the cancellation of an existing dining plan. This fee is waived for fall semester cancellations prior to August 4, 2017 and for spring semester cancellations prior to December 19, 2017.
- Cancellation of the spring plan will result in forfeiture of any unused fall dining points.

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

DINING PLAN OPTIONS (cost per semester)	A	B	C	D	E	F	J
	\$2,177	\$2,611	\$2,891	\$3,102	\$3,383	\$713	\$1,540
	+	+	+	+	+	+	+
	\$50 Dining fee	\$50 Dining fee	\$50 Dining fee	\$50 Dining fee	\$50 Dining fee	\$50 Dining fee	\$50 Dining fee

Non-residential students may sign up for a dining plan at: <http://dining.duke.edu>

As of January 1, 2014 dining plans will be taxed at the combined state and Durham county rate of 7.5% (6.75% for students at the Duke Marine Lab in Beaufort). Your spring semester bill from the Bursar's office will have a "NC sales tax surcharge" in addition to your chosen plan.