



OFF-CAMPUS RESIDENT MEAL PLAN CONTRACT
FOR ACADEMIC YEAR 2020-2021

Name Last First Middle Student ID#

Permanent Address Street

City State Zip

Home Phone # Cell phone #

Check All Statements That Apply To You

- Fall Only
Spring Only
I am going out on internship/coop beginning; contract ends on this date and the amount due for the semester is \$.

Meal Plan Options

Check the option you desire. The contract is for one semester only and the prices below reflect the cost for each semester. Meal plan contracts are billed on a per semester basis. Payment is due on the first day of each semester. Students may add money to their meal plan in \$50 increments at the Student Accounts & Cashiering Office.

Meal Plan Options

Cost per Semester

Table with 2 columns: Meal Plan Options and Cost per Semester. Includes options like \$250 Hawks Express Flex Dollars, 67 Meals per semester, 10 Meals per week, and Unlimited Meal Plan.

I hereby acknowledge and understand the Meal Plan terms and conditions as stated in this contract and agree to make payment for food service.

Student's Signature Date

Parent (Guardian)'s Signature Date (Required if student is under 19 years of age)

Return Contract to: Student Accounts & Cashiering, Northeast Community College, PO Box 469, Norfolk, NE 68702-0469

For Office Use Only box containing Initials and Date fields.

**NORTHEAST COMMUNITY COLLEGE
OFF-CAMPUS RESIDENT MEAL PLAN CONTRACT
TERMS AND CONDITIONS
FOR ACADEMIC YEAR 2020-2021**

Contract Terms. The Meal Plan Contract is for the semester only, which are fall semester 2020 and spring semester 2021. The contract shall be considered to be in effect the date the contract is received and accepted by the Northeast Community College Student Accounts & Cashiering Office. Students who are leaving mid-semester on internships should contact the Student Accounts & Cashiering Office to cancel the meal plan contract prior to leaving campus. If a student is under the age of 19 at the time the contract is signed, a parent/guardian must cosign as guarantor. The parent/guardian acknowledges responsibility for payment of the food service contract should the student default.

Meal Plan Contract Changes. Students may add to, cancel or change their meal plan contract before the beginning of a semester or during the first week of classes only. Students will not be allowed to change or cancel their meal plan contract during that semester.

Payment Terms. Meal plan applicants must submit payment for each semester no later than the first day of each semester. **Participants cannot begin to utilize the plan until full payment arrangement has been made with the Student Accounts & Cashiering Office.**

Refund Policy. A typical class week will have 19 mealtime options. There will be approximately 300 mealtime options throughout the semester. If an Unlimited Meal Plan participant chooses not to use all of his/her meals each semester, the remaining balance will be forfeited at the end of each semester. A participant on the 10 Meals per week Meal Plan will lose any unused meals at the end of each week, with the weeks running from Friday morning to Thursday evening. Unused meals as of Thursday evening following dinner will be forfeited. If participants with Express Flex Dollars have a positive balance remaining at the conclusion of the academic year, the remaining balance will be forfeited. Northeast Community College and the food service Contractor are not responsible for lost or stolen Student ID cards.

Students who officially withdraw from Northeast Community College may be eligible for a refund, less a \$50.00 cancellation fee. The refund will be prorated through the end of the week of the official withdrawal date. **No cancellation will be considered without a completed class withdrawal form and a meal plan cancellation form.**

No cancellation fee will be assessed if the cancellation of the contract is requested and approved before the beginning of a semester. A student suspended or expelled from Northeast Community College shall not receive a refund and shall not utilize the meal plan program upon notification of the suspension or expulsion.

The food service Contractor will offer prorated meal plans when given a reasonable advanced notice by students who will miss weeks of food service because of military leave or college-related activities.

In the case of prolonged illness, a prorated refund may be given for days in excess of the first 14 days of illness. The written requests must be sent to the Dean of Student Life & Athletics within two weeks of the illness and include a doctor's written verification.

Consumption Policy

The following actions by a student on the meal plan **will not** be allowed:

- **TAKING FOOD PRODUCT(S) OUT OF THE CAFETERIA AREA.**
- **FLAGRANT WASTEFULNESS OF FOOD.**

Any student on the meal plan found violating the consumption policy will be held accountable according to the Northeast Community College Student Code of Conduct.

Meal Plan Program Exceptions. During official College breaks, the dining hall facility will be closed following lunch on the day prior to the break until the Sunday night before classes resume. Hawks Point may be open reduced hours during College breaks. If open, the times will be posted by the food service Contactor. Cash or the Express Cards may be used to purchase meals.