

Schedule E : Student Meal Plans

UNIVERSITY FOOD SERVICES (UFS)

Section 1: Residence Meal Plan

1.0 Mandatory Residence Meal Plan

Students who reside in dormitory residences (excluding apartments) are required to purchase a meal plan each term, referred to in this Contract as the "Residence Meal Plan". The Residence Meal Plan is a declining balance meal plan, with residents choosing the items they wish to consume and paying for each. This Contract describes the costs, options and the payment schedule for the Residence Meal Plan, rules applicable to it, and rules of conduct for the dining areas.

1.1 General Description of the Mandatory Residence Meal Plan

Accepting a placement in a dormitory residence is an automatic acceptance of a Residence Meal Plan account and an acceptance of all of the terms and conditions of the Residence Meal Plan. All costs and fees associated with the mandatory Residence Meal Plan are included in the Residence Fees paid to Residence Services upon acceptance of a room offer.

1.2 Carryover Policy

All residents who live in dormitory residences are required to purchase a meal plan each term. Residents with an account balance on their meal plan at the end of Term 1 (September to December) will have their entire balance carried over to Term 2, (January to April).

1.3 Terms and Conditions of the Residence Meal Plan

You will be issued a University of Victoria ONECard, which must be presented at the time of purchase and may be used for making purchases at University Food Services (UFS) locations. Your receipt will show your remaining balance. Residence Meal Plans cannot be redeemed for cash or applied as payment to any other UFS meal plan or ONECard account. Manage your ONECard like cash. Report your lost, stolen or destroyed ONECard to the ONECard Office or UFS Main Office. Replacement ONECards are available at the ONECard Office for a \$20 fee upon the presentation of proper photo identification. The value used between the time the ONECard is lost, stolen or destroyed and reporting of lost ONECard will not be replaced.

Use of the University of Victoria ONECard constitutes acceptance of these terms and conditions.

If your ONECard is unavailable to you, all purchases must be made with an alternate form of payment. Note that you are responsible for all use made of your ONECard and for any indebtedness arising from such use. For this reason, it is essential that you report a missing, lost, or stolen ONECard to the ONECard Office or the UFS Main Office. You may also change your card status to lost and check your ONECard balance on the ONECard website by signing into the University My Page portal using your Netlink ID or by visiting the ONECard Office or UFS Main Office.

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1.4 UFS Residence Meal Plan Description

There are two options for the Residence Meal Plan as described in 1.6, below. At the beginning of each term, 50% of your Standard Residence Meal Plan is set aside for service delivery costs; however, each purchase made is reduced by 50%, as described in 1.5, below. Service delivery costs cover a portion of the expenses associated with operating the Modular Dining facility for Residential Dining. These costs include, but are not limited to, labour, utilities, repairs and cyclical maintenance of facilities, tableware, cutlery, glassware purchases and administrative costs. Another \$100 of the fee will be allocated to your Flex Fund account, which will allow for a 5% discount on taxable purchases at the General Store, Student Union Building and other UFS locations. The Residence Meal Plan funds are not eligible to be spent at the General Store due to government regulations.

1.5 Residence Dollars

This declining balance amount is available for the following purposes:

- To purchase food and non-alcoholic beverages at 50% off posted prices at the Modular Dining Facility.
- To purchase food and non-alcoholic beverages at all UFS Retail Outlets with a 5% discount and tax exemption.
- Flex Funds may be used at the General Store, Student Union Building and all UFS locations for purchases that are subject to a 5% discount and regular taxation.

1.6 Types of Residence Meal Plans:

Standard Meal Plan: All residents will be automatically registered for the Standard Meal Plan, our most popular plan, designed for residents who are on-campus on alternate weekends and those with average appetites.

Light Meal Plan: Suitable for residents occasionally on-campus on weekends and those with lighter appetites.

Transfer to a Light meal plan must be done no later than September 18 or January 20 of each term by visiting the UFS office.

1.7 Residence Meal Plan Additional Dollars

Additional Residence Dollars can be added at the UFS Main Office or the ONECard Office or any UFS Cashier station using Visa, M/C, Amex, Debit or Cash. Alternatively funds may be added via UVic's secure on-line web payment service using Visa, M/C or Amex. The "Add Funds" icon is located on the UFS website or the ONECard website.

1.8 Meal Service Schedules for Dormitory Residences

The schedule of first and last meal service dates is as follows:

First Term

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First meal: Sunday September 5, 2021

Last meal: Breakfast on the day following the last scheduled exam

Second Term

First meal: Lunch on check in day, Friday, January 7, 2022

Last meal: Breakfast on the day following the last scheduled exam

The schedule for meal service throughout these periods will be posted at

<http://www.uvic.ca/services/food/>

1.9 Remaining Residence Meal Plan Funds at the End of the Semester

The Residence Meal plan is non-refundable nor transferrable to other students. At the end of the second term in April, remaining Residence Meal Dollars will be automatically transferred into the Carry Forward Account by May 1, 2022. The Carry Forward Account allows you to continue spending your remaining money when you return to school, whether you live on or off campus and is accepted at all UFS outlets. You will receive a 5% discount and all applicable sales taxes will apply.

1.10 Cancelling Your Residence Meal Plan

Residents wishing to move out of dormitory residences must first obtain an authorized Resident Withdrawal Form from the Residence Services Office. Meal Plan refunds will only be processed with the authorized Resident Withdrawal Form and if the resident withdraws before December 1st and April 1st inclusive. After December 1st and April 1st, the term is deemed complete and refunds will not be issued.

The Residence Meal Plan refund will be limited to the Residence Dollars portion of the Plan; will be subject to a minimum 30 day charge and a pro-rated charge per day for the time the resident lived in residence after the first 30 days. There are no refunds on the Carry Forward account.

There are no refunds or carryover privileges for residents who are required to withdraw from the University.

1.11 Transferring Room Types

Any resident transferring out of a dormitory residence will no longer be eligible for the Residence Meal Plan, and section 1.11 will apply. Full-time students may be eligible for our optional Tax Exempt Meal Plan, refer to Section 2.

Section 2: Optional Tax Exempt Meal Plans

2.0 General Description of the Tax Exempt Meal Plan

Resident students who reside in non-dormitory residence, cluster housing and apartments or students who live off-campus may elect to buy in to the Tax Exempt Meal Plan, which can be used in any UFS location on campus. This Plan is tax-exempt under the following conditions:

- Purchase is for a minimum of one calendar month.
- Based on a minimum of 10 meals per week.
- Participants must be students living off campus or in non-dormitory residence.

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- Purchases receive a 5% discount at all UFS locations.
- Purchases cannot be made with this plan at the Mystic Market General Store due to government Regulations surrounding Tax Exempt Meal Plans.

2.1 Types of Tax Exempt Meal Plans:

Month to Month Plan (Calendar Month ONLY)

- Applicants have until the 3rd business day of the new calendar month to extend their plan.
- The balance will be transferred into the Carry Forward Account after the 3rd business day of the following calendar month by the UFS Main Office.

Term Plan

- Purchase for each term; September to December, January to April, May to August.
- At the end of each term, the balance will be automatically transferred into the Carry Forward Account after the 3rd business day of the new term by the UFS Main Office.

2.2 Terms and Conditions of the Tax Exempt Meal Plan

The Tax Exempt Meal Plan is non-refundable nor transferrable to other students. Your University of Victoria ONECard must be presented at the time of purchase. Your receipt will show your remaining balance. Report your lost, stolen or destroyed ONECard to the ONECard Office or the UFS Main Office. Replacement cards are available at the ONECard Office for a \$20.00 fee with proper photo identification. ONECards cannot be redeemed for cash or applied as payment to any other UFS meal plan account. Manage your ONECard like cash and keep in a secure location. The value used between the time the ONECard is lost, stolen or destroyed and reporting of lost ONECard will not be replaced. You may also change your card status to lost or check your ONECard balance on the ONECard or UFS website, at any UFS location or at the ONECard Office or UFS Main Office.

Use of the University of Victoria ONECard constitutes acceptance of these terms and conditions.

Section 3: Dining Room

3.0 Dining Room Rules and Conduct

In addition to the other rules regarding conduct set out elsewhere in this Contract, you are required to abide by the following dining room rules and conduct standards.

1) Trays, dishes and cutlery are not to be removed from the dining room. The loss of tableware and cutlery increases your costs, inconvenience, and the use of disposable dishes. Additionally the accumulation of dirty dishes in residence is not permitted.

2) A resident or their Guest(s) found responsible for any of the following may be subject to residence Community Standards follow-up; University follow-up; compensation to UFS, a fine, and/ or referral to the police:

- Misuse of the UVic Residence Dining card (ONECard) or number;

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- Removal of any product or dining room property from a UFS facility without payment;
- Consumption of a food item prior to payment; or
- Damage to UFS property or equipment.

3) All individuals must wear clean, appropriate clothing in the residence dining room (shirt, shorts, pants or skirt, and shoes). Muddy cleats and dirty athletic wear are not allowed.

4) Alcohol is not permitted in any UFS Locations.

5) UFS staff may refuse to serve any individuals who use offensive language, appear to be under the influence of alcohol or illegal drugs, or who are acting in a threatening manner, and may ask those individuals to leave the dining room. If you are asked to leave the dining room, you will comply with such request. Please speak to Residence Life staff if you have any questions or concerns.

6) Use of roller blades, skateboards, et cetera, are prohibited in the dining room. Bicycles may not be brought into the dining room area. Please use the bike lock areas.

7) When engaging with UFS staff, please have the courtesy not to use any social media/electronic or leisure listening devices.

Section 4: Additional Information

4.0 Additional General Terms and Important Information

1) If you have any special dietary needs, including but not limited to those due to health or religious beliefs, you must contact UFS as much in advance of your arrival as possible, to provide the particulars of your needs. UFS will determine whether your needs can be met.

2) Your guest(s) are permitted to dine with you within the MOD as long as you and your guests comply with all of the provisions of the Residence Agreement that relate to guests (see, for example, Section D 4.3).

