



XAVIER UNIVERSITY

Meal Plan Policy

Effective: March 6, 2018

Last Updated: March 2, 2018

Last Reviewed: March 27, 2023

Responsible University Office: Office of Auxiliary Services-ConneX

Responsible Executive: Vice President, Financial Administration and Chief Business Officer

Scope: Faculty, Staff and Students

A. REASON FOR POLICY

This policy clarifies the assignment of student meal plans and clarifies the University's desire to maintain residential and commuter meal plans. Through the offering of these meal plans Xavier University can help ensure that the dining and dietary needs of the plan holder are met.

B. POLICY

A student must be actively registered for the current term that the meal plan is to be purchased and used.

All students living in the residence halls (Fenwick Place, Brockman Hall, Buenger Hall, Husman Hall, or Kuhlman Hall) are required to select one of the residential meal plan options offered by the Office of Auxiliary Services-ConneX. If the resident student does not select a meal plan for the current academic term they will be assigned and required to pay for the Silver meal plan.

All other students are allowed to purchase any plan currently being offered by the Office of Auxiliary Services-ConneX. There is no requirement for any student not living in a residence hall to purchase a Meal Plan.

Meal Plan selections from the Fall term will automatically roll over to the Spring term, but plan selections will not roll over to the next academic year.

In order to use a meal plan and dining dollars at any Xavier dining outlets (e.g., Hoff Dining Center, Ryan's Pub or any other retail dining outlets) a community member must present his or her ALL Card in order to verify the account is valid and active.

The ALL Card must be presented by each community member at each meal with no exceptions (including student leaders, student athletes, and members of student organizations). If a community member cannot present his or her ALL Card, the community member will not be permitted to enter the dining facility or order food until the ALL Card is presented. Simply giving one's name and ALL Card number is not sufficient.

Consumption of any item owned by the dining facility without presenting an ALL Card or paying for a meal will be considered theft. Violation of this policy will subject the individual to Xavier's Code of Conduct.

C. DEFINITIONS

Meal Plan: A prepaid meal program that allows for a certain amount of meals within a given period of time as assigned by the University.

Dining Dollars: Restricted cash equivalent fund management system that can be spent in all retail food areas as assigned by the University.

All Card: The official University Identification Card, and card related service system for providing access management and the University personal financial management tool, as assigned by the University.

D. PROCEDURES

Purchases:

Student Meal plans can be selected during any of the Housing Selection processes, through the Office of Residence Life, online as part of the Road to Xavier or individually on the www.xavier.edu/dining website. The plans are available for purchase via a credit card or billing to the student bursar account.

Changes:

Changes to meal plan selections are permitted through 5:00 pm, Friday of the first week of classes of each semester and can be made online at the www.xavier.edu/dining website or in person at the Xavier Dining Office located in Hoff Dining Commons. After the first week the meal plan holder is permitted to upgrade the meal plan purchase but not downgrade in meal plan levels.

Refunds:

Meal plan refunds are based upon the Tuition Refund Schedule which can be found at www.xavier.edu/bursar. Any meal plan refund issued through the seventh calendar day of the semester will be based on actual usage of meals plus actual usage of dining dollars. After the seventh calendar day of the semester the Refund Schedule applies. Exceptions to the University refund schedule may be granted based upon request of the student, and following direction of the University regarding Tuition and Fees refunded.

Expiration:

Student meal swipes do not carry over from term to term. Faculty/Staff meal swipes do carry over from Fall to Spring, but expire at the end of each Spring Term.

Dining Dollars associated with any meal plan expire at the end of the academic year (spring term).