

# University of Wyoming Residential Dining Plan Contract

## 2022-2023 Residential Dining Services Contract Terms and Conditions

1-866-653-0212 or 307-766-3175 • <https://www.uwyo.edu/living/> • [living@uwyo.edu](mailto:living@uwyo.edu)

(Please notify the Department of Housing & Dining Services if you need to receive these terms and conditions in another format.)

Read this document carefully prior to signing your Residential Dining Services Contract. The contract is a legally binding document for that portion of the year as defined herein. The Residential Dining Services options described on the department's website and other documents are offered under the terms and conditions stated herein.

## Contract

### Contract Transfer or Reassignment

1. A Residential Dining Services Contract may not be transferred or reassigned. Meal accesses may be used only by the individual to whom the contract is issued. The contract holder may allow a guest(s) to access the Washakie Dining Center using his/her guest meal pass(es) or block meals under the following conditions:
  1. The contract holder along with the guest(s) are both present at the time of entrance.
  2. The contract holder has a valid WyoOne card or temporary card issued by Housing & Dining Services at the time of entrance.
  3. All guests and contract holders are subject to the Residence Life & Dining Services *Apartments & Residence Halls Policies & Procedures* which is available upon request in the Housing & Dining Services main office or online.

### Contract Period

1. This contract is between you and the University of Wyoming.
2. This contract is effective from August 18, 2022 to December 17, 2022, January 12, 2023 to May 13, 2023, (or on the date of the last meal served).
3. Unused meals will not carry over from:
  - a. Week to week (Friday through Thursday) or from fall to spring semester for Access Plans
  - b. From fall to spring semester for Block Plans
4. Dining Dollars that come with the purchase of a dining plan will not carry over from semester to semester.
5. [Dining dollars purchased independent of a meal plan](#) will remain active through June 30, 2023.
6. Changes to these contract dates must be approved in writing by the Associate Vice President of Business Enterprises.
7. This contract is binding for the entire academic year or that portion of the year remaining at the time of signing.

### Facilities & Space Assignment

1. This contract applies to the Washakie Dining Center and other campus dining locations that accept Dining Dollars.
  - a. Housing & Dining Services reserves the right to terminate all or portions of the contract if facilities are deemed unusable.

- b. Housing & Dining Services reserves the right to change space designations of facilities and dining plan requirements of areas/buildings as necessary.

## Dining Plan Participation

1. Dining plan charges include access to the Washakie Dining Center and Dining Dollars money:
  - a. \$290 Dining Dollars for the 210 Block Plan
  - b. \$125 Dining Dollars for the Any 12 Access Plan
  - c. \$100 Dining Dollars for the Any 15 Access Plan
  - d. \$75 Dining Dollars for the Unlimited Access Plan
2. Students with a Residential dining plan may change their dining plan once per semester prior to September 2, 2022 in the fall semester or prior to January 27, 2023 in the spring semester.
3. Dining plan refunds will be subject to the appropriate dining plan refund outlined herein. To change your plan, you will need to fill out a dining plan change form at the Housing & Dining Services office located in the lower level of the Washakie Center during business hours as defined by the University of Wyoming. All Dining Dollars that come with the purchase of a dining plan are non-refundable.
4. Students may change from a residential block to an access, or vice versa, in the first week of each semester only (no proration). After this date - August 26, 2022 in the fall semester and January 20, 2023 in the spring semester - students may only change their plans within their respective residential block or residential weekly types.
5. WyoOne Card identification is required for entrance into the Washakie Dining Center at all times.
6. Washakie Dining Center hours of operation are outlined on the Housing & Dining Services website or upon request. Hours are subject to change.

## Eligibility

1. Housing & Dining Services reserves the right to refuse service to anyone.
2. Housing & Dining Services reserves the right to use an individual's disciplinary status as a factor in eligibility for Residential dining plan.

## Contract Rates and Payment

### Dining Plan Rates

Dining plan rates for 2022-2023 are approved by the Board of Trustees. Once the rates are approved, they will be made available in the Housing & Dining Services office and on the Housing & Dining Services website.

### Charges and Payment Procedures

1. You agree to pay the dining plan rates for the options you select on your contract. You promise to pay the University charges for the dining plan in the manner indicated on the Residential Dining Services Contract.
  - a. Students
    - i. Charges billed to student accounts are due according to the terms and conditions of the UW Installment Payment Plan.

- ii. Dining plan payments should be made to the Cashier's Office and in accordance with the terms and conditions of the UW Installment Payment Plan.
  - iii. If dining plan charges are not paid according to the contracted payment schedule, meal privileges will be terminated immediately.
  - iv. Arrangements must be made with the Student Financial Services office for payment of past due obligations upon receipt of notice.
- b. Faculty/Staff/Non-Student
- i. Payment must be made at the time of purchase.
  - ii. Dining plan payments should be made through the Housing & Dining Services business office (located in the lower level of the Washakie Center) or, if purchased on the Housing & Dining Services website, through the online portal.

### Dining Plan Refund Policy

1. If you are not receiving Federal Financial Aid, you will receive a pro-rated refund based on the following:
  - a. Dining plan refund pro-rations will be made accordingly:
    - i. Block dining plan refund pro-rations will be based on the number of meals remaining not to be less than \$145/week as administrative fee.
    - ii. Weekly dining plan refund pro-rations will be based on the Friday following the contract cancellation per the contract cancellation policy.
  - b. Refunds will not be granted for cancellations or withdrawals that occur during the last two weeks of a semester.
  - c. Failure to use the dining plan does not release you from this contract.
  - d. All Dining Dollars that come with the purchase of a dining plan are non-refundable.

### Federal Financial Aid Recipients

In accordance with Federal law, room and dining plan charges for Federal Aid recipients will be refunded in the following manner. When a student who receives Federal Financial Aid withdraws from the university, he or she may owe a repayment of federal funds and/or be due refund from UW or owe an additional amount to UW. The Federal Return of Funds policy will be applied before any refund due under the UW policy is disbursed. For details on the application of these policies to a specific situation, please consult with the Accounts Receivable Office, 172 Knight Hall, (307) 766-6232.

### Contract Cancellation

Recipients of a Residential Weekly Dining Plan may cancel their contract prior September 2, 2022 in the fall semester or prior to January 27, 2023. Refunds will be subject to the refund policy provided in this contract. Procedures for cancellation are available in the Housing & Dining Services office, and all forms and procedures must be completed before an individual is released from his/her contract. Any refunds or cancellations not defined herein are subject to the approval of the Associate Vice President of Business Enterprises or his/her designated Housing & Dining Services administrator. Failure to use the dining plan does not automatically release you from the financial obligations of this contract.

## Behavioral Expectations

You agree to abide by the policies and regulations established in the Apartments & Residence Halls Policies & Procedures (which can be found through: [https://issuu.com/uwyorlds/docs/2020-2021\\_policies\\_\\_\\_procedures](https://issuu.com/uwyorlds/docs/2020-2021_policies___procedures)); the University of Wyoming Student Code of Conduct pamphlet; and local, state and Federal laws. Failure to do so may result in rescinding the use of all or part of dining privileges, disciplinary eviction, responsibility to pay all dining plan charges for the remaining dates of the contract and other appropriate sanctions. You will be immediately suspended from dining plan participation if the University determines continued dining plan participation poses substantial risk or harm to the safety of yourself or others, or unduly interrupts legitimate operational processes of the University. The Apartments & Residence Halls Policies & Procedures is also available at the Housing & Dining Services office.

## Property and Damages

### Damages

You agree to pay for damages to the building, including fire damage, any damaged or missing furniture, any lost property, changes to locks or keys, or any service costs due to your actions or neglect. You may be held financially responsible for repair of all damages incurred by either you or your guests to University or personal property of others.

### Governmental and Sovereign Immunity

The University does not waive its governmental or sovereign immunity by entering into this contract and fully retains all immunities and defenses provided by law with regard to any action based on this contract. Any actions or claims against the University under this Agreement must be in accordance with and are controlled by the Wyoming Governmental Claims Act, W.S. 1-39-101 et seq. (1977) as amended.

University Housing & Dining Services personnel reserve the right to deny access to the Dining Service facilities when students and/or their guests are disruptive in that environment.

### Interpretation

The Parties hereto agree that (i) the laws of Wyoming shall govern this Agreement, and (ii) any questions arising hereunder shall be construed according to such laws, (iii) this Agreement has been negotiated and executed in the State of Wyoming and is enforceable in the courts of Wyoming.

### Contract Modifications

1. Modifications and/or exceptions to the Residential Dining Services Contract are not permitted without advance written approval from the Associate Vice President of Business Enterprises or a designated administrator. All requests for approval must be submitted in writing and will be responded to in writing. You must keep a written copy of any approved exceptions. The University reserves the right to modify or cease the provision of specific dining services in the event of unforeseeable circumstances beyond the control of the University or as determined to be in the University's best interests.
2. Students seeking a contract modification on the basis of a medical accommodation should contact [Disability Support Services](#) at [udss@uwyo.edu](mailto:udss@uwyo.edu).

3. The University of Wyoming is an affirmative action/equal opportunity employer and institution and does not discriminate on the basis of race, sex, gender, color, religion, national origin, disability, age, veteran status, sexual orientation, genetic information, political belief, or other status protected by state and federal statutes or University Regulations in any aspect of employment or services. The institution's educational programs, activities, and services offered to students and/or employees are administered on a nondiscriminatory basis subject to the provisions of all civil rights, laws, and statutes. Evidence of practices that are not consistent with this policy should be reported to the Employment Practices Officer at (307) 766-3459.
4. The University of Wyoming, in compliance with Federal regulations, has compiled a report on public safety that lists safety procedures, education programs, reporting procedures, and crime statistics for the previous three years. To obtain a copy, please call (307) 766-5188, or write to: University of Wyoming Police Department, Dept. 3124, 1000 E. University Avenue, Laramie, WY 82071 or <http://www.uwyo.edu/UWPD/>