



The University Corporation

2021-2022 Meal Plan Contract

MataStyle Meal Plan Contract

By submitting this contract, you are agreeing to participate in the one of our MataStyle Meal Plans, and agree to be financially responsible for all related charges.

Contract Date Last Name (print clearly) First Name (print clearly)

9 Digit CSUN Student ID Number Student's Preferred Phone Number Student's CSUN Email Address

Where will you live this semester while attending CSUN? (on campus with kitchen or off campus)

Permanent home mailing address Street/PO Box City State Zip Code

PROMO CODE / REFERRAL SOURCE:

A NON-REFUNDABLE DEPOSIT OF \$50.00 IS TO BE PAID THROUGH YOUR myNORTHRIDGE PORTAL AT TIME OF SIGN UP. THIS DEPOSIT WILL BE USED TOWARDS YOUR TOTAL FEE.

- Matastyle 10 - 10 Meals + 390 Dining Dollars: - 1 Installment of \$500.00
- Matastyle 20 - 20 Meals + 280 Dining Dollars: - 1 Installment of \$500.00
- Matastyle 30 - 30 Meals + 170 Dining Dollars: - 1 Installment of \$500.00

Payments can be made online with VISA/MasterCard, American Express, Discover, or electronic check. Please note there is a 2.75% service fee when making credit card payments. Or with cash, check, money order, Or ATM/debit card in person at University Cash Services, at Bayramian Hall Lobby, Room100.

A QUICK SUMMARY OF THE TERMS OF THIS CONTRACT CAN BE FOUND BELOW – EXPANSION OF TERMS AND CONDITIONS FOR THE MEAL PLAN CONTRACT CAN BE FOUND ON PAGES 2-4 PLEASE BE SURE TO REVIEW THESE. PLEASE CHECK EACH BOX TO ACKNOWLEDGE UNDERSTANDING OF THESE TERMS.

- Please make sure you read and understand the Terms and Conditions on the following pages. By checking this box and signing, either electronically or via wet signature, you verify that you have read and understand them.
- This contract is for the entire 2021-2022 academic year if you are signing up in Fall 2021. By signing this contract, you have agreed to participate in the meal plan program for Fall 2021 and Spring 2022 and are financially liable for payments due. If you are signing up in Spring 2022. By signing this contract, you have agreed to participate in the meal plan program for Spring 2022 and are financially liable for the payments due for the semester.
- A non- refundable application fee of \$50.00 which will be added to the total fee due will be added to your myNorthridge portal before or with the remaining balance of \$450, and can be paid online through this portal.
- All pages of the contract must be submitted to the Meal Plan Office with your signature, and your parent/guardian's signature if you are under the age of 18. Please retain the payment schedule (page 3) and a copy of this contract for your records.
- Purchasing an Additional Meal Plan: Should you run out of meals and/or MataCash prior to the end of the academic year and would like to purchase an additional Matastyle Plan. You may purchase another set of the same of different Matastyle plan for \$500.00.
- By signing this contract, you have agreed to be financially liable for all Meal Plan fees, regardless of amount of Financial Aid awarding. Please know that should any changes, whether imposed or voluntary, cause a shortage of funds, you will be responsible for the remaining unpaid fees.
- Meal Plan cards are strictly for the student on the Meal Plan and cannot be shared with other students or guests. Any card that is being used by anyone other than the contracted student will be kept by Matador Eats Employees and returned to the Meal Plan Office.
- Any unused meals or dining dollars at the end of the academic year will be forfeited, and are not eligible for a refund.
- If you decide not to attend CSUN or withdraw for any reason, you must cancel your meal plan through the Meal Plan Office. See Terms and Conditions for more details.

The Meal Plan Office is located on the 1st floor of the Student Housing Office, next door to G'mos & Bamboo Terrace.

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Fall 2021 - Spring 2022 Meal Plan Contract – Terms and Conditions

Please read the following information carefully. Once submitted, your electronic or wet signature will be attached at the bottom of this page. You will be held accountable for all of the information below, so it is in your best interest to read everything here before submitting the contract. Your signature, whether electronic or wet, verifies that you have read and understood all policies and procedures related to having a meal plan.

Pages 1 - 4 must be submitted to the Meal Plan Office and constitute the meal plan contract. Please retain the payment schedule and a copy of this contract for your records.

1. **Contract Term:** By signing this contract, you are agreeing to participate in the meal plan program for the Fall 2021 and Spring 2022 semesters, and are financially responsible for all meal plan fees.
2. **Your application fee of \$50.00 will be posted with remaining balance of \$450. Financial Aid cannot be used to make this payment.** This fee is a \$50 non-refundable deposit which will be used towards the total one-time fee. If you are applying through the Student Housing Portal, this fee is due at time of application.
3. **Cancelling your meal plan:** The deadline to cancel the Meal Plan is **Friday, September 3, 2021**. Should you need to cancel your meal plan for any reason, you will need to complete a **request to cancel meal plan form**. These can be found online at the Dine on Campus website: <https://dineoncampus.com/csun>. All cancellations must be submitted in writing via a cancellation form. Verbal cancellations are not valid. Once the Fall or Spring (for those applying in Spring) semester begins, a \$20.00 cancellation fee will be applied to all meal plan cancellations regardless of reason for cancellation.
 - a. **If you purchase a Matastyle meal plan after the Friday, September 3, 2021 cancellation deadline there is a 5-day cancellation period from the day the meal plan was purchased. After the deadline or 5-day cancellation period have passed, cancellation will not be approved.**
 - b. **Not using your meal plan card is not the same as cancellation. You are still responsible for the meal plan fees whether you use your card or not.**
4. **Payments:** Will be posted and can be made online through your myNorthridge portal with most major credit cards and electronic checks. Please note there is a 2.75% service fee when making credit card payments. You may also pay in person at University Cash Services, located in the Bayramian Hall Lobby, using cash, check, money order, or ATM/debit cards.
5. **Late Fees:** If a payment is not received within one week from when the fees were posted your portal will be charged a \$15 late fee AND may result in meal plan suspension. If your meal plan privileges become suspended, you will need to bring your meal plan account balance current by making a payment either online through your myNorthridge Portal or in person at University Cash Services. Once payment has been confirmed by the Meal Plan office your meal plan privileges will be reinstated. **You are still responsible for payments while your card is deactivated.**
 - a. **Failure to make timely payments will result in:**
 - i. Assessment of late fee(s) as stated on payment schedule.
 - ii. Suspension of meals without compensation for missed meals.
 - iii. Withholding of University services pursuant to Section 42380, et seq., of Title 5 of the California Code of Regulations. This includes: 1) withholding of grades or diploma and 2) denial of registration.
6. **Email is the Meal Plan Office's primary method of communication.** Please be sure to provide us with the email address you check most frequently. Occasionally we will call you, if we find your lost card or you leave your wallet or other valuables at a Matador Eats location; so please be sure to provide your cell phone number on the contract. Our email address is mealplan@csun.edu
7. **You will be provided with a Meal Plan card** that is loaded with your meal plan choice. This card will contain 3 meal components: Meal Swipes to be used at G'mos & Bamboo Terrace, Exchange Swipes to be used at any dining location on campus (restrictions apply) and MataCash to be used at all other dining and retail locations on campus.
 - a. **Meal Swipes:** Meals to be used at G'mos & Bamboo Terrace only.
 - i. Rolls over from semester to semester if there are left-over swipes from Fall to Spring (same academic year only)
 - ii. **Meal Swipes CANNOT be converted to MataCash**
 - b. **Exchange Swipes:** Meals to be used at any dining location on campus (restrictions apply).
 - i. These plans come with a total amount of exchange swipes; they do roll over from semester to semester if there are any left-over swipes from Fall to Spring (same academic year only).
 - ii. No daily or time limit. Menus available per location, restrictions apply.
 - iii. **Meal Swipes CANNOT be converted to MataCash**

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- c. **MataCash:** Is cash value (dollar for dollar) and can be used for on-campus meals, snacks, drinks, or any purchase at any of the dining and retail locations on Campus.
- Allotted MataCash:** The number of MataCash in the name of your plan is the amount for the entire academic year. This amount will be loaded to your account when purchased.
 - Rollover:** from semester to semester if there are left-over MataCash from Fall to Spring (same academic year only)
 - MataCash CANNOT be converted into Meal Swipes**
8. **Due to limited hours of operation during winter and spring Breaks, meal swipes are not available during these times. Matakash will be active during these periods.**
9. **The Matastyle Plans are only available to students living off-campus or students living in a kitchen unit in Student Housing.**
10. **Food Allergies/Dietary Restrictions:** We will do our best to accommodate special or restrictive diets; however, there is no guarantee that we will be able to satisfy all dietary requirements. There will not be a reduction of food service fees for dietary or other related problems.
- Please contact us to further evaluate your specific requirements BEFORE applying for a meal plan**
 - If you have strict dietary requirements, which require you to purchase a special food and/or prepare it yourself, you should refrain from purchasing a meal plan.
11. **If you lose your meal plan card:** Contact the Meal Plan Office right away so your card can be deactivated to prevent unauthorized use.
- Lost Card replacements cost \$10.00; this is due at time of replacement.**
 - This fee can be paid with your MataCash, Exact Cash, or a Credit/Debit card
 - During Regular Business Hours:** You will need to complete the online form, which can be found at the Dine on Campus website under Meal Plan Forms: <https://dineoncampus.com/csun>. The meal plan office will email you once your card is ready for pick up.
 - During Regular Business Hours:** Stop by the Meal Plan Office to pick up your new card with a new number after you receive confirmation that your card is ready for pick up.
 - After Regular Business Hours/Weekends:** Stop by G'mos/Bamboo Terrace for a temporary card that will last three days. They will ask for the **confirmation email** to make sure you've requested a new card, you will receive a confirmation after filling out the **Lost Card Meal Plan Form** online. The meal plan office will contact you by email when your card is ready for pick up during their regular operation hours.
 - Please bring the temporary card **AND** form of payment if not using MataCash
 - The Meal Plan office is not responsible for unauthorized use if you do not notify us that your card has been lost or stolen.**
12. **All decisions regarding the Meal Plan Program shall be made by the Meal Plan Office.** All questions, concerns, and requests should be directed to the Meal Plan office at (818) 677-2655 or mealplan@csun.edu. The Meal Plan office is located on the first floor of the Student Housing office, next to G'mos/Bamboo Terrace. Additional information can be found at <https://dineoncampus.com/csun>.
13. **Your electronic or wet signature on this contract is your agreement to abide by the Dining Hall Etiquette policy outlined in your Matador Eats Guide.**

I verify that I have read and understand all of the information contained in the Meal Plan Contract Terms and Conditions as outlined above. I agree to abide by the terms and conditions in all of the preceding pages.

Student Signature

Parent/Guardian Signature (needed if student is under 18)

Contract Date

Parent/Guardian Signature Date

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FALL 2021 & SPRING 2022 PAYMENT SCHEDULE

	MatsStyle 30 + \$170 MC	MataStyle 20 + \$280 MC	MataStyle 10 + \$390 MC
Application Fee/Deposit	\$50	\$50	\$50
Due Date	Per Month	Per Month	Per Month
1 week after Applying	\$450	\$450	\$450
Total Year Cost	\$500 (includes \$50)	\$500 (includes \$50)	\$500 (includes \$50)

After you have submitted the \$50 application fee, the remaining balance will be posted in a one-time installment per to your *myNorthridge Portal* and will become due according to the payment schedule above. Payments can be made online through the *myNorthridge Portal* or in person at University Cash Services, located in the Bayramian Hall Lobby, Room100.

Late Fee: Please pay your fees on or before the due date to avoid the consequence of a late fee. A \$15 late fee is applied if payments are not made within one week of posted date. If you are waiting on your financial aid, you are still responsible for the late fee. Please mail your payment at least 10 days prior to the due date to **CSUN-University Cash Services, 18111 Nordhoff Street, Northridge, CA 91330-8214**. Date marks from the Post Office (Postmarks) are not honored; your payment needs to be received at University Cash Services on or before the due date to avoid the late fee.

Financial Aid: Will apply towards meal plan installment fees on the student’s portal after tuition and housing fees have been paid. Please contact financial aid to verify your awarded amount. If you receive a Financial Aid refund check, please double check your portal before using that check for any additional fees, as this money could be allotted your meal plan. Should your aid be delayed, you are still responsible for timely payment of your fees.

Making Payments: Payments can be made through your *myNorthridge Portal* with VISA, MasterCard, American Express, Discover, or an electronic check. **Please note there is a 2.75% service fee when making credit card payments, you can avoid this service fee by paying with an electronic check.** Payments can also be made in person at University Cash Services, located in Bayramian Hall Lobby, Room 100, with cash, money order, check or ATM/debit card. There is a \$20 fee for any returned payment.

Payment Mailing Address:
California State University Northridge
Attn: University Cash Services
18111 Nordhoff Street
Northridge, CA 91330-8214

Meal Plan Mailing Address:
CSUN Student Housing Office
Attn: Meal Plan Office
17950 Lassen Street
Northridge, CA 91325-8286

PARENT / STUDENT COPY – PLEASE KEEP FOR YOUR RECORDS
