

REQUEST to CHANGE/ADD MEAL PLAN

Student Name

Last _____ **First** _____ **LIN** _____

- ❖ **COMPLETE ONLY IF YOU ARE CHANGING THE MEAL PLAN YOU DESIGNATED ON YOUR HOUSING CONTRACT or IF YOU WISH TO ADD A MEAL PLAN.** Circle appropriate ADD/DROP beside Meal Plan you choose to change keeping within your required meal plan category. **FALL SEMESTER MEAL PLANS AUTOMATICALLY ROLL OVER TO THE SPRING SEMESTER.** Forms may be returned by mail to Office of the Bursar, 27 Memorial Drive West, Bethlehem, PA 18015, fax to 610.758.3033 or emailed as a scanned image to bursar@lehigh.edu. Bursar Office Phone 610.758.3160.

CATEGORY 1A= \$2,355 per semester - Available to all students. First year students may choose this plan option or any option from Category 1 (see below). Students participating in Category 1A may eat at any board operation with unlimited usage throughout the day and will also have 5 cash equivalencies /week at ALL Dining Services locations. Includes 5 guest passes.

ADD DROP Unlimited meals at The Cort, Rathbone and Brodhead plus \$100 Dining Dollars

CATEGORY 1 = \$2,145 per semester – Available to all students. *Required of all First Year students living in University Housing which includes Beardslee, Carothers, Congdon, Dravo, Emery, Leavitt, McClintic-Marshall, McConn, Palmer, Richards, ROTC, Smiley, Stevens, Stoughton, Umoja House, Warren Square C and Williams.*

ADD DROP Any 19 meals per week plus \$50 Dining Dollars (Includes 5 guest passes)

ADD DROP Any 14 meals per week plus \$100 Dining Dollars (Includes 5 guest passes)

ADD DROP Any 12 meals per week plus \$150 Dining Dollars (Includes 5 guest passes)

ADD DROP 225 Block Plan plus \$50 Dining Dollars (Includes 5 guest passes)
Block Meal Plans may be used as many times a day as desired until meal balance is zero.

CATEGORY 2 = \$1,890 per semester – Available to all students other than those required to participate in Category 1 Meal Plans. *Minimum required of all Upperclass students living in Brodhead, Drinker, Hillside House, ROTC, Taylor, Thornburg, Trembley Suite Singles, Umoja House, Warren Square (if not participating in Category 1 or 1A).*

ADD DROP Any 10 meals per week plus \$100 Dining Dollars (Includes 5 guest passes)

ADD DROP 150 Block Plan plus \$150 Dining Dollars (Includes 5 guest passes)

CATEGORY 3 = \$1,155 per semester - Available to all students other than those required to participate in Category 1 or 2 Meal Plans. Block Meal Plans may be used as many times a day as desired until meal balance is zero.

ADD DROP Any 75 meals per semester plus \$250 Dining Dollars

CATEGORY 4 = \$900 per semester - Available to all students not otherwise required to have a meal plan. Block Meal Plans may be used as many times a day as desired until meal balance is zero.

ADD DROP Any 50 meals per semester plus \$250 Dining Dollars

CATEGORY 5 = \$300 Dining Dollars per semester - Available to all students not otherwise required to have a meal plan. **Includes eligibility to purchase Additional Dining Dollars at the 20% bonus rate throughout the semester.** Dining Dollars automatically carryover to Spring semester.

ADD DROP \$300 in Dining Dollars (**PLEASE NOTE: Dining Dollars are good for purchases made from University Dining Services ONLY.** Dining Dollars are non-refundable with an expiration date of the end of the Spring semester.)

ADDITIONAL DINING DOLLARS = Students enrolling in ANY meal plan may purchase additional Dining Dollars and receive a 20% bonus until the 10th day of classes. After this period ends, additional Dining Dollars may be purchased with a 10% bonus for the rest of the semester. No minimum purchase is required. Dining Dollars expire at the end of the spring semester. Category 5 plan receives a 20% bonus during the academic year.

Please Charge \$_____ to my Bursar Account to purchase Dining Dollars. *If purchased before end of 10th day of classes, Dining Services will add 20% bonus. Amount charged + 20% = Total Additional Dining Dollars awarded. Dining Dollars purchased after the 10th day of class will receive a 10% bonus.* To check your Dining Dollar balance or Meal Plan balance, ask any available Dining Services cashier or visit the Meal Plan Office located on the second floor of the University Center (next to Baker's Junction). **New!! Check your Meal Plan and Dining Dollar Balance online by selecting the link www.lehigh.edu/dining.**

Requests to Change/Add Meal Plan received after the start of classes:

- Require a minimum of **2 business days** to become effective
- Are subject to a **prorated charge** if the student is dropping to a lower meal plan category

Students may submit one Request to Change/Add Meal Plan per semester without being assessed a Processing Fee. Each additional change is subject to a \$10 administrative processing fee.

Student's Signature _____ Date _____ OR _____ Date _____
Parent's Signature _____ Date _____

Note: Your signature indicates you will abide by all applicable regulations and conditions. It also authorizes a charge to your student account if change results in additional charge.