**TCard** Meal Plan Policy

1. **Meal Plan Eligibility (Tax Exempt Plans)**

   a. In order to be eligible for a UTSC TCard** Meal Plan, you must be an active undergraduate or graduate student at the University of Toronto Scarborough. Due to government regulations, staff and faculty are not eligible for a meal plan.

   b. All Residence Meal Plans must be purchased before the beginning of the meal plan period:

      i. Before the respective semester for semester plans.
      ii. Before the beginning of the Fall semester for annual plans.
      iii. Some exceptions may apply. Please contact the TCard** office for further details.

   c. Commuter Meal Plans may be purchased at any time during an academic month.

2. **Meal Plan Payment**

   a. All meal plan payments must be paid in full before it is made available for you to use.

   b. Once full payment is made, you will immediately have access to all of your meal plan dollars through your TCard for the respective meal plan you have purchased.

3. **Meal Plan Use**

   a. Your meal plan funds can only be accessed by using your TCard.

   b. Your meal plan is non-transferable and can only be used by the person to whom it was sold (the person whose name and picture appears on the TCard).

   c. Your meal plan can only be used at food merchants located on campus at the University of Toronto Scarborough.

   d. Your meal plan cannot be used to purchase food from special food providers that are invited to or deliver to the campus. For example: food trucks and farmers’ markets.

   e. You cannot use your meal plan for printing, photocopying, vending, or any other non-food purchases.

4. **Meal Plan Duration/Expiry**

   a. All meal plans are designed based on average eating habits. The duration of your meal plan will depend upon your usage.

   b. The Regular and Lite Meal Plans are valid for the fall and winter semesters only.

   c. The Semester Meal Plan is valid for one semester only.

   d. The Value Meal Plan is valid until the end of the calendar month following the month in which your meal plan was purchased. (E.g. Value Meal Plan purchased on October 3 will expire November 30 or Value Meal Plan purchased on October 24 will expire on November 30).

   e. All tax exempt dollars in the Regular and Lite Meal Plans will expire at the end of the exam period in the winter semester. Please consult the refund/transfer guidelines listed below.
f. All tax exempt dollars in the Semester Meal Plan will expire at the end of the exam period in the respective semester. Please consult the refund/transfer policy below for more information.
g. All tax exempt dollars in the Value Meal Plan will expire at the end of the calendar month that immediately follows the month in which you purchased your monthly meal plan.
h. There will be no carryover for any TCard+ Meal Plans, but meal plans may be refundable or can be transferred into a taxable TBucks account (see Section 5).

5. Meal Plan Refund/Transfer

a. Below are refund/transfer guidelines for all TCard+ Meal Plans. All refunds/transfers are processed at the TCard+ office (BV498A).
b. The Value Meal Plan is non-refundable.
c. The Capital Improvement and Program Enhancement Fund (CIPE) is non-refundable/non-transferable.
d. Any meal plan dollars that are loaded after the initial purchase of a meal plan will be refundable at any time.
e. For Residence Meal Plans, there will be a $50 fee for all refunds with no refunds for balances $50 and under.¹
f. For Residence Meal Plans, there will be a $35 fee for all transfers with no transfers for balances $35 and under.²
g. For Commuter Meal Plans, there will be a $10 fee for all transfers with no transfers for balances $10 and under.²
h. Refunds will be paid by cheque (please allow 2 weeks for processing) or returns will be processed via the credit or debit card that was used to purchase the Meal Plan.

<table>
<thead>
<tr>
<th>Meal Plan Name</th>
<th>Duration</th>
<th>Tax Exempt Dollars</th>
</tr>
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</table>
| Regular and Lite | Fall & Winter Semester | Refundable or transferable to TBucks from April 17, 2017 to April 21, 2017  
*At the start of the Summer Semester, any remaining funds will automatically be transferred to TBucks.*  
*All refunds/transfers (including automatic transfers) are subject to:  
✓ $50 Refund Fee or $35 Transfer Fee  
✓ Less CIPE* |
| Semester | One Semester | Refundable or transferable to TBucks as follows:  
**Fall:** From December 19, 2016 to December 23, 2016 |

¹ Any meal plan balances under $50 will become the property of the university at the end of the specific meal plan period
² Any meal plan balances under $35 ($10 for Value Meal Plan) will become the property of the university at the end of the specific meal plan period

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<table>
<thead>
<tr>
<th>Winter: From April 17, 2017 to April 21, 2017</th>
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<tbody>
<tr>
<td><strong>Sumner:</strong> After the end of the Summer exam period until TBD.</td>
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<td>At the start of the new Semester (immediately following the semester in which the meal plan was purchased), any remaining funds will automatically transferred be to TBucks.</td>
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</tbody>
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<tr>
<th>Value</th>
<th>One Month</th>
</tr>
</thead>
<tbody>
<tr>
<td>Non-refundable.</td>
<td>Non-refundable.</td>
</tr>
<tr>
<td>Manual transfer of Value Meal Plan funds to TBucks is not permitted.</td>
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</tr>
<tr>
<td>After expiry of your Value Meal Plan, any remaining funds will automatically be transferred to TBucks.</td>
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<tr>
<td>All transfers are subject to:</td>
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<tr>
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<tr>
<td>✓ Less CIPE</td>
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6. Tax Exempt

   a. All meal purchases using your meal plan are tax exempt provided the meals are purchased from participating food merchants located at the University of Toronto Scarborough Campus.
   b. Confectionary items purchased separately are taxable. If confectionary items are purchased as part of a meal, the entire purchase will be tax free when paying with a meal plan.

7. Reloading your Meal Plan

   a. In the event you run out of money on your meal plan, you may reload your meal plan at any time by visiting our office located at BV498A.
   b. The Value Meal Plan is non reloadable.

8. Changes to TCard+ Meal Plan Policy

   a. These policies are reviewed on a regular basis and may be subject to change without notice. Any changes will be announced on the TCard+ website.
   b. All changes/updates will apply to all TCard+ Meal Plan users and will replace any meal plan policy in affect at that time.
9. Cardholder’s Consent

a. By purchasing a meal plan, you are agreeing to the TCard+ Meal Plan policy.