



2. Upon submission of the Application, the Application Fee will be assessed to the Student account. The Application Fee will be considered paid for purposes of assignment when one of the conditions below has been exercised:
  - a. The Application Fee payment is submitted using University payment processes; or
  - b. The Department processes and approves a deferral of the required Application Fee. The Application Fee will not be waived.
3. The Agreement shall become effective upon the Department receiving the housing Application, the Application Fee (by one of the two methods specified in Section I.2), and meet the terms listed in Section I.4. Once this Agreement becomes effective, the Student is eligible for an assignment.
4.
  - a. Students who have been accepted to the University by the University Office of Admissions are eligible to apply for housing. The Student must submit both the Application and Application Fee (see Section I.2) which is Consideration for this Agreement.
  - b. Student must remain enrolled in University courses during each semester covered by the terms of this Agreement. Should Student fail to meet this enrollment requirement, the Department, on behalf of the University, may cancel the Agreement and require Student to vacate their assigned Space in accordance with applicable University policies or other applicable laws, regulations, policies, or procedures.
  - c.
    - i. Undergraduate Students must comply with University orientation requirements by registering for appropriate orientation program with the Office of Orientation. Continuing Students have already satisfied the orientation requirement. The Department will not refund the Application Fee if the Agreement is cancelled due to non-compliance with the orientation requirement.
    - ii.
      1. The Department may initiate a Standby Process if the availability of housing becomes limited. To be considered for a Space, the Student must register for the Standby List via the Housing Portal. Registration for the Standby List indicates that the Student will accept the Space assigned, regardless of Room type preference. Students assigned from the Standby List waive the 48 hours Cancellation eligibility described in Section IV.2.a. ii.
      2. The Department may cancel the Agreement if a Room is not available or appropriate for assignment to the Student.
5. If the Department is unable to assign a Student a Space due to:
  - a. the Student's failure to meet the assignment prerequisites; the Agreement will be considered cancelled by the Student without refund of the Application Fee; or
  - b. the Department's inability to identify available Space; the Agreement will be considered cancelled and the Department will credit the Application Fee to the Student's account.
- 6.

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Appropriate monetary charges, as determined by the Department, will be assessed, and/or disciplinary action will be taken, against violators of this section.

9. Guest/Visitor access may be prohibited or restricted within Room or building. Students are responsible for the actions and any damages incurred by their guests. A Student is prohibited from inviting or hosting a person in their Room, Residence Hall, or on campus when the Student knows that the University Police or other University official has barred that person from campus. Any Student or person who knowingly violates this section may be subject to all applicable University, civil and criminal penalties.

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4. Any unpaid Hall Rate, Cancellation fee, or other charges accrued under the Agreement may be applied to Student's University account and may result in a hold being placed on Student's record and/or academic transcripts. Please see section III.2. and III.3. for additional details.

5. The methods of payment are listed below:

a. Online payments, via credit card or e-check, for housing, may be completed via the USF payment gateway available at [MyUSF](#). *Online payments made via the OASIS payment link will be processed as*

b. Housing payments by paper check/money order may be mailed to the USF Payment Center at  
University of South Florida  
PO Box 864571  
Orlando, FL 32886-4571

III.

1. All housing fees are due by the financial aid deferment date for the term in which the housing is effective. Please refer to the [University Scholarships and Financial Aid Services](#) website for information on the deferment date for each term.

2. If a Student defaults in the payment of Hall Rate or other housing charges, the Student may be charged a 5% late fee on the outstanding balance, remain liable for the agreed amount and any other housing charges. In addition, the Student's University records may be placed on administrative hold.

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2.

- a. The Student may request a Cancellation of the Agreement if one of the following conditions is met (documentation will be required and fees may be assessed as more particularly set forth below):

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withdraws for medical reasons, based upon the Student's move out date.

- i. Student may submit a request for Cancellation along with proof of an active Agreement for the equivalent term for the campus to which they are transferring (destination campus). Any Student submitting a Cancellation request after the University's add/drop period (5:01 p.m. EST of the first Friday of the semester) will be considered for a Cancellation at the start of the Spring semester. If the Student is transitioning to a USF residence hall in St. Petersburg in the Spring and moves out of their current assignment at the end of the Fall term, then the Student shall be released from the Agreement at the conclusion of the term without penalty when both of the following conditions are met: (1) a current housing Application and requirements have been submitted to the destination Housing Department within 3 business days of the approved Cancellation request; and (2) the Student assumes Occupancy of the assigned Space at the destination location.
- j. The University does not provide student housing for families. A Student may submit a Cancellation request due to marriage when a legal union occurs during the period of the Agreement. The Student shall be charged the appropriate Cancellation fee as outlined in the Agreement (Section IV. 3.). Upon submitting the Cancellation request, the Student must submit a copy of the marriage license as a supporting document to process the Cancellation request.
- k. A Student may submit a Cancellation request for consideration of extenuating, unforeseen circumstances that arise after the Effective Date of the Agreement. The Student must submit all supporting documentation they wish to have considered when Cancellation request is reviewed. If the Cancellation of the Agreement is approved, the Student will be subject to posted fees. If the Cancellation of the Agreement is approved after Student has checked into the Space, Student will be responsible for a prorated Hall Rate for time assigned to the Room, plus one-half of the remaining Hall Rate charges on the Agreement (this may include fall and/or spring charges). If the Cancellation request is denied, the Student remains responsible for the terms of the Agreement. Online class modality is not considered an extenuating circumstance.
- l. Unless a different Cancellation fee is specifically stated above (Section IV.1 or 2), a Student whose Cancellation request is approved after a Space has been assigned will be charged a Cancellation fee of:
  - a. \$250 if Cancellation request was submitted in the Housing Portal before May 1, 2023; or
  - b. \$500 if Cancellation request was submitted in the Housing Portal May 1 – June 23, 2023; or
  - c. Half the remaining Hall Rate for the Agreement if Cancellation request was submitted in the Housing Portal June 24, 2023 or after.

## V.

Student may submit to the Department an appeal regarding the application of the Agreement if there is additional relevant information to be considered not available at the time of the original request for Cancellation or if additional documentation supporting change in circumstances is provided. Appeals must be submitted in writing using the Appeal Form (located in the [Housing Portal](#) under Requests). Appeals are reviewed by the Appeals Of cer/ Committee. Appeals are not to be given or heard verbally. Decisions by the Appeals Of cer/ Committee are final and cannot be further appealed.

## VI.

1. Department shall make the final interpretation of, or determination under, all provisions of the Agreement, as well as any related University Policies.
2. The University is not liable for loss of or damage to Student's personal property kept in Student's assigned Space or on or about any of Department's facilities.
3. **E g\p[ Ylagfk2**The Agreement may not be modified or amended, except by a further written instrument executed by Department.
4. Any failure by either party hereto to exercise any of its rights hereunder shall not be construed as a waiver of such rights, nor shall any such failure preclude exercise of such rights at a later time.
5. Whenever possible, each part of the Agreement shall be interpreted in such a manner as to be valid under the applicable law. However, if it shall be found that any part of the Agreement is illegal and unenforceable, such part or parts shall be of no force and effect to the extent of such illegality or unenforceability, without invalidating the legal and enforceable remainder of such part or parts or any other part of this Agreement.
6. The Agreement shall not be assigned by either University or Student without the express written







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Spring 2024

MEAL PLAN PAYMENT DUE DATE	January 12, 2024 (4:00 PM)
MEAL PLAN PAYMENT DUE DATE For students with billed Florida Prepaid Tuition Plans or with Financial Aid Deferments	March 23, 2024 (4:00 PM)

Tax on dining dollars is deducted from the account as spent. As a resource, more information regarding student account (OASIS) payments can be found by visiting [www.usf.edu/cashiers](http://www.usf.edu/cashiers) for Tampa Campus and [www.usfsp.edu/administrative-and-financial-services/cashier/](http://www.usfsp.edu/administrative-and-financial-services/cashier/) for St. Petersburg Campus.

All funds and plans purchased for use in USF Dining are for the personal use of the owner of the account or plan only and are non-transferable. The USF Dining funds and plans cannot be used as a gift card or gift certificate.

The Open Access meal plan includes up to 8 guest vouchers to be used per semester at the dining halls. The meal plan holder must present the voucher for their guest at the register and specify they would like to use one of their guest vouchers at that time. Any unused guest vouchers will be forfeited at the end of the semester.

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Meals on the Any 15 run from Thursday morning to the following Thursday evening. Unused meals will not carry over to the following week and the plan will reset to 15 meals Thursday morning. Meal Plan holders can always treat guests utilizing their Dining Dollars.

The meal swipe portion of the meal plan will be redeemed at The Hub Dining Hall and Juniper Dining Hall. Each plan comes with a Flex-I-Bull Meal Swipe, which can be used once per day at Argos Exchange (FOODLAB, Flip Kitchen, Bay Coffee & Tea Co.) and/or Juniper Flip Kitchen. The Plus Access option can be added on and applied to any meal plan. This grants meal plan holders meal swipe access into Champion's Choice, located next to Campus Recreation and the Yuengling Center.

Dining Dollars can be redeemed at any USF Dining location on campus, including certain concession stands at The Yuengling Center. (This excludes the USF Bookstore Café and Tarek's Café).

Currently Panera Bread and Starbucks Pinnacle and at The Library accept gift cards.

The meal swipe portion of the meal plan will be redeemed at The Nest Dining Hall, located in Osprey Hall. Dining Dollars can be redeemed at all USF Dining locations. (The Reef, The Nest, Kahwa Coffee and The Bull Market). For Open Access Meal Plan Holders, guest voucher books may be picked up from the Cashier at The Nest starting the 2nd week of the fall or spring semester.

If you would like your meal to-go from one of our dining halls at the Tampa or the St. Pete campus, you can do so by opting into USF Dining's OZZI O2GO program. To view USF Dining's Reusable To-Go Policy and learn more about our OZZI O2GO Program visit: \_\_\_\_\_