

University of Toronto Scarborough (UTSC) Food Partnerships Meal Plan Policy

This policy applies to University of Toronto Scarborough (UTSC) Meal Plans only

1. Meal Plan Eligibility (Tax Exempt Plans)

- a. In order to be eligible for a UTSC 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 UTSC Meal Plan/TCard+ office for further details.
- c. Commuter Meal Plans (Value Meal Plan) 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 for 31 calendar days beginning from the date of purchase.
- 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 31 calendar days after purchase (day 1 begins on the day of purchase). In the event the 31st calendar day falls on a weekend or holiday, the tax exempt dollars will expire on the next regular business day.
- h. There will be no carryover for any 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 UTSC Meal Plans. All refunds/transfers are processed at the UTSC Meal Plan/TCard+ office (PO102-108).
- 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 (Value Meal Plan)**, 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 up to 31 days for processing).

| Meal Plan Name | Duration | Tax Exempt Dollars |
|------------------|------------------------|---|
| Regular and Lite | Fall & Winter Semester | <p>Refundable or transferable to TBucks from April 1 to April 30, 2023.</p> <p><i>At the start of the Summer Semester, any remaining funds will automatically transfer to TBucks.</i></p> <hr/> <p>All refunds/transfers (including automatic transfers) are subject to:</p> <ul style="list-style-type: none"> ✓ \$50 Refund Fee or \$35 Transfer Fee ✓ Less \$95 CIPE |
| Semester | One Semester | <p>Refundable or transferable to TBucks as follows:</p> <p>Summer: From August 1 to August 31, 2022</p> <p>Fall: From December 1 to December 31, 2022</p> <p>Winter: From April 1 to April 30, 2023</p> <p><i>At the start of the new Semester (immediately following the semester in which the Meal Plan was purchased), any remaining funds will automatically transfer to TBucks.</i></p> |

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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| | | <p>All refunds/transfers (including automatic transfers) are subject to:</p> <ul style="list-style-type: none"> ✓ \$50 Refund Fee or \$35 Transfer Fee ✓ Less \$50 CIPE |
| Value | One Month | <p>Non-refundable.</p> <p>Manual transfer of Value Meal Plan funds to TBucks is not permitted.</p> <p><i>After expiry of your Value Meal Plan, any remaining funds will automatically transfer to TBucks.</i></p> <hr style="border-top: 1px dashed #00AEEF;"/> <p>All transfers are subject to:</p> <ul style="list-style-type: none"> ✓ \$10 Transfer Fee ✓ Less \$10 CIPE |

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 during the respective meal plan period by visiting the UTSC Meal Plan/TCard+ office located at PO102 - 108.
- b. There is a 4% reload fee based on the meal plan reload amount.
- c. 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. UTSC Food Partnerships will exercise best effort to provide notice of any changes via the UTSC Meal Plan website.
- b. All changes/updates will apply to all 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 UTSC Meal Plan policy.