

# UW-Green Bay Meal Plan Policy

Please review the below information to be aware of all dining opportunities available to you.

## MEAL PLAN REQUIREMENTS

All students who sign a UW-Green Bay Housing contract and have been assigned to live in a residence hall are **required** to purchase a meal plan. The terms of the Meal Plan program are defined by semester. Meal plans are selected during the Housing check-in process.

**Regardless of the usage for the fall semester, the minimum meal plan for the spring semester is still required.**

All students who sign a UW-Green Bay Housing contract and have been assigned to live in an apartment are not required to purchase a meal plan. Students can purchase a supplemental meal plan for the fall and/or spring semester as part of the Housing check-in process.

## CHANGING YOUR MEAL PLAN

Students can request a fall meal plan change thru the second Friday of the semester by completing the change request form found on the University Union website. PLEASE NOTE: the same meal plan will **automatically** be assigned for the spring semester unless the student requests a meal plan change (or cancellation if living in an apartment) by the first Friday of spring semester. They can complete the change or cancel request form found on the University Union website.

## MEAL PLANS INCLUDE A DEBIT (DECLINING BALANCE) ACCOUNT

Every meal plan includes Phlash Cash. Retail purchases are debited from the Phlash Cash Account balance at the time of purchase by either presenting the student's University ID card at any dining service location on campus or selecting Phlash Cash as a method of payment on the mobile app. Phlash Cash can also be used at select Off-Campus retailers. Only the owner of the University ID is allowed to make purchases. Any cashier has the right to verify proper use of the University ID by requiring additional identification. Anyone attempting to use a University ID that is not their own is subject to disciplinary and/or legal action.

## MEAL PLAN AVAILABILITY

The Meal Plan swipes become active with the first meal period that the Marketplace inside Leona Cloud Commons is open. Students can use Phlash Cash, cash, credit/debit, Apple/Google Pay for any meal purchases at other dining locations prior to the Marketplace opening.

## PHLASH CASH BALANCES

All unused Phlash Cash from the fall semester will carry over to the spring semester and is added to the spring semester Phlash Cash amount. Phlash Cash does not expire and will carry over from year to year for all enrolled UW-Green Bay students.

## PAYMENT OF A MEAL PLAN

The amount of the meal plan will be billed by the Student Billing Office to the student's SIS account each semester.

## REFUNDS

If a residential student is granted a Housing contract termination during the semester, they will be eligible for a refund of the unused portion of their meal plan.

**No refunds will be given during the last four weeks of the fall or spring semester.**

If a residential student is not granted a Housing contract termination, they are responsible for the full cost of the meal plan and no refund will be issued.

Any questions can be emailed to [universityid@uwgb.edu](mailto:universityid@uwgb.edu).