

2025–2026 Meal Plan Contract Terms and Conditions

These terms and conditions are part of your UTSA Meal Plan Contract for the 2025-2026 academic year. When you sign up for a meal plan, you agree to everything outlined in both the contract and these terms. Throughout this document: “Student” refers to the person signing up for the meal plan, and if guarantor is listed (like a parent or guardian), it includes both. “Food Service Location” refers to any campus dining facility. “Census Date” refers to the 12th class day of each semester. **For the 2025-2026 School Year, the Fall Census Date is September 10, 2025, and the Spring Census Date is February 4, 2026.**

The University of Texas at San Antonio (“the University”) will provide dining accommodations to Student in dining facilities designated by the University for the Contract Period specified in Section IX, which includes both Fall and Spring Semesters.

I. Eligibility, Use, and Terms of the Meal Plan Contract

To be eligible for a UTSA meal plan, you must be officially admitted and enrolled at the University for at least one credit hour. Signing this contract does *not* guarantee your admission – only the Office of Admissions can admit students.

Your meal plan contract is valid only during the specific period listed in your agreement. Meal plan access ends at the close of each semester. However, if you have leftover Dining Dollars from the Fall semester, they will automatically carry over and remain available for the use in the Spring. At the start of Spring semester, your account will reset to the published balance for your selected meal plan, *plus* any unused Fall Dining Dollars.

Meal plans cannot be sold or transferred to another person. Similarly, meals and Dining Dollars are non-transferable and cannot be traded or shared.

Roadrunner Meal Plan holders can eat at the Roadrunner Café as often as they like, as long as at least 30 minutes have passed between visits.

Rowdy Meal Plan holders can use their meals one at a time, at any point during the semester.

All meal plans include Meal Trades, which allows students to use their meal plan at participating UTSA Food Service Location once per Meal Period, as long as they have not used the Roadrunner Café during that same period.

- Each Meal Trade is worth \$7.75. If a purchase goes over that amount, the student is responsible for paying the difference using Dining Dollars, cash, or another form of payment.
- Meal Trades cannot be exchanged for cash, and no credit is given for unused value.
- Meal Trades cannot be used in the same meal period as a visit to the Roadrunner Café. Students cannot visit the Roadrunner Café after using a Meal Trade during that meal period.

Meal Periods are defined as:

Weekdays

- Breakfast: 7:00 AM – 11:30 AM
- Lunch: 11:30 AM – 3:30 PM
- Dinner: 3:30 PM – 8:30 PM
- Late Night: 8:30 PM – 2:00 AM

Weekends

- Brunch: 7:00 AM – 3:30 PM
- Dinner: 3:30 PM – 8:30 PM
- Late Night: 8:30 PM – 2:00 AM

Dining Dollars can be used at any UTSA Food Service Location and are accepted dollar-for-dollar, except for alcohol purchases.

Students must present their UTSA Card when entering the Roadrunner Café or using Dining Dollars. Cards used by anyone other than the student will be confiscated, and both individuals may be referred to the Office of Student Conduct and Community Standards for disciplinary action.

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I. University Obligations

The University will provide dining facilities at which Student may obtain meals during the Contract Period. However, if circumstances beyond the University's control – such as natural disasters or other unforeseen events – prevent the University from fulfilling its obligations under this Contract, the University will be excused from the performance of those obligations to the fullest extent allowed by law.

II. Student and Guarantor Obligations

Student agrees to pay all charges when due and to comply with and abide by the provisions of the Contract, the UTSA Student Code of Conduct, the UTSA Handbook of Operating Procedures, the Rules and Regulations of the Board of Regents of The University of Texas System, and all other University rules and regulations that may now or in the future come into effect governing student conduct or pertaining to the University meal plans (individually and collectively called the "University Regulations"). Student acknowledges and agrees that regulations and policies affecting the Contract are subject to change. Changes and additions in the rates, fees, regulations, or policies will be officially announced or posted by the University, and either announcement or posting constitutes actual notice to Student. Changes and additions to rates or fees and institutional regulations and policies affecting the Contract become effective and binding at the first date of posting or official announcement. Student agrees that if found by the University to be in violation of the Contract or of any of the University Regulations, Student will be subject to disciplinary action. The University reserves the right to revoke and terminate the Contract. Student further agrees that if Student violates any of the terms or conditions of the Contract, the University may refuse to offer Student a meal plan contract in the future. Student agrees to keep the University accurately informed about Student contact information by updating that information using the official University website.

III. Chaparral Village, Laurel Village, Alvarez Hall, Guadalupe Hall, and Chisholm Hall Residents

A meal plan is required for all residents living in Laurel Village, Chaparral Village, Alvarez Hall, Guadalupe Hall, Chisholm Hall, and Blanco Hall. Residents who are required to purchase a Meal Plan but do not select one during the online signup process will automatically be enrolled in the default meal plan "Roadrunner Gold". Students may change their assigned plan in accordance with section VII of these Terms and Conditions.

IV. Payments

Meal plan charges, including applicable sales tax, will appear on the Student's University fee statement. Student may choose to pay the full amount of the Contract in a single payment. If so, payment must be made to the University Bursar's Office before the start of the Contract Period or the date the Contract is signed - whichever occurs first. To ensure the payment is applied specifically to the meal plan, students must notify UTSA Fiscal Services at the time of the payment. If the student is enrolled in the University's installment plan for tuition and fees, meal plan charges will be divided and included in the installment amounts due. Installment plan due dates are published online by UTSA Fiscal Services (www.utsa.edu/fiscalservices/deadlines.cfm).

Under University policy, if you don't pay your full balance for the semester, you won't be able to register for future classes, receive your diploma, get an official transcript, or be issued refunds until your account is paid in full. Not receiving a billing statement does not excuse you from making your payment by the deadline. If your account becomes delinquent, you'll be responsible for any costs the University incurs while collecting the balance – this can include collection fees, attorney's fees, court costs, and other related expenses.

V. Cancellation of the Contract

The student is responsible for paying the full amount of the meal plan for the entire contract period, unless the contract is canceled according to one of the approved provisions outlined below. To request a cancellation, students must complete the Meal Plan Cancellation Form, available online at www.utsa.edu/campussservices or in person at the UTSA Campus Services office.

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Please note: the **Census Date - 12th class day of each semester – is the cancellation request deadline and impacts eligibility for cancellation or refunds.**

- a. **Elective Cancellation**
(This option is only available if a meal plan is not required as part of your housing assignment in Laurel Village, Chaparral Village, Alvarez Hall, Guadalupe Hall, Chisholm Hall, or Blanco Hall.) If eligible, you may cancel your meal plan for any reason by 5:00 p.m. on the Fall Census Date, as long as you submit a completed Meal Plan Cancellation Form to UTSA Campus Services during regular business hours. You will still be responsible for any applicable cancellation fees, which are outlined in Section (f). If you are starting a new meal plan in the Spring Semester (and did not have a plan during the previous Fall semester), you may cancel by submitting a cancellation form before the Spring Census Date. University Oaks residents may cancel their meal plan if they provide documentation showing their housing lease has been canceled or terminated.
- b. **Cancellation Due to Withdrawal, Graduation, or Transfer:** You may cancel your meal plan if you are no longer enrolled at UTSA due to withdrawal, graduation, or transferring to another institution. To cancel, submit a completed Meal Plan Cancellation Form to the UTSA Campus Services office during regular business hours, along with documentation verifying your change in enrollment status.
- c. **Cancellation Due to Change in Housing Assignment:** If you were required to purchase a meal plan because you lived in Chaparral Village, Laurel Village, Alvarez Hall, Guadalupe Hall, Chisholm Hall, or Blanco Hall and are no longer living in one of those locations, you may cancel your meal plan. You must provide documentation showing that you've vacated your housing assignment. University Oaks residents may also cancel their meal plan by providing proof that their lease has been canceled or terminated.
- d. **Cancellation for Medical Reasons:** Students may cancel their meal plan for medical reasons if they develop a condition that prevents them from using UTSA dining facilities. To be considered, you must submit the following to the Campus Services office during regular business hours:
 - (1) A completed and signed a Meal Plan Cancellation Form
 - (2) Submission of a request for accommodation to the Office of Student Disability Services
 - (3) A signed letter from your physician or specialist (on official letterhead, dated during the contract period), explaining: why the UTSA Meal Plan does not meet student's dietary needs, and what specific changes would be necessary to accommodate those needs
 - (4) A detailed nutritional plan from the physician or specialist (also on letterhead) including: (i) a seven-day menu, (ii) Any special preparation requirements, and (iii) where the student's meals will be prepared. Additional documentation may be requested if needed to support medical cancellation requests.
- e. **Effective Date of Cancellation:** For all cancellations-except those for medical reasons- your cancellation will become effective the next business day after all required forms and documentation are submitted to UTSA Campus Services. Medical cancellation requests will be reviewed by Campus Services. If approved, the cancellation becomes effective the next business day after the approval. Incomplete or late documentation will result in a denial of your medical cancellation request.
- f. **Cancellation for Spring Non-Returners:** If you are not returning to UTSA for the Spring semester and fail to cancel your meal plan as outlined in Section VI.b, a \$50 administrative fee will be added to your account. You will also be responsible for any additional charges through the Spring Census Date, calculated according to the refund schedule in Section VI.f.
- g. **How Meal Plan Cancellation Charges Are Calculated: If you cancel your meal plan, the amount you owe will be based on one of the following two methods – whichever results in the higher charge:**
 - i. **Daily Rate Method:** The total cost of your Meal Plan is divided by the number of service days in the semester. That daily rate is then multiplied by the number of days your plan was active - from either the first day of meal service or your purchase date (whichever is later) through the next business day after your cancellation is submitted.

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OR

- ii. Usage-Based Method: The number of times you used your plan at the Roadrunner Café and the number of Meal Trades redeemed will be multiplied by the per-meal value (typically \$7) and then added to the amount of Dining Dollars you've spent.

- The greater of the two totals (Daily Rate or Usage-Based) will determine your final charge.
- Any unused Dining Dollars will be forfeited when the plan is canceled.
- Sales tax will be added, as applicable.
- A \$50 administrative fee may also apply.

VI. Changing Your Meal Plan

- a. Before the Census Date: You can change your meal plan any time before the Census Date of the semester by completing the Meal Plan Change process online. Each change must be submitted separately through the online system. Changes take effect on the next business day. If your new plan costs more, you must pay the difference to the University.
- b. After the Census Date: Meal plan changes are **not allowed after the Census Date**, unless you qualify under one of the exceptions listed in Section VI.

VII. 2025-2026 Meal Plan Rates

Meal Plan Name	Meals Per Semester		Dining Dollars Per Semester	Meal Trades Per Week	Cost Per Semester*	Cost for Fall/Spring*
Roadrunner Platinum	Unlimited (M-S)	+	\$ 300	8	\$ 2,715 *	\$ 5,430 *
Roadrunner Gold	Unlimited (M-S)	+	\$ 200	5	\$ 2,565*	\$ 5,130 *
Roadrunner Silver	Unlimited (M-S)	+	\$ 50	3	\$ 2,375 *	\$4,750 *
Rowdy 150	150	+	\$ 300	5	\$ 1,875 *	\$ 3,750 *
Rowdy 120	120	+	\$ 400	3	\$ 1,670 *	\$ 3,340 *
Rowdy 75 ¹	75	+	\$ 850	3	\$ 1,641 *	\$ 3,282 *
¹ Rowdy 75 plan is restricted to Off-Campus Commuters, Residents of University Oaks Apartments.					*Plus Tax	

VIII. Contract Period

Your meal plan begins August 21, 2025, and continues through dinner on the last day of Fall finals. It resumes on January 17, 2026, and runs through dinner on the last day of Spring finals semester.

Dates when the meal plan is not active – such as University holidays – are listed below.

Because the number of students using dining services can vary, the University may adjust service hours or locations or temporarily close some dining facilities during the contract period. While advance notice isn't guaranteed, the University will do its best to post changes at Roadrunner Café at least seven days in advance whenever possible.

Please note that the University does not provide customized meal times or special dining accommodations for individual schedules, including work conflicts. Additionally, special meals for medical or religious dietary needs are not available.

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Exclusion and Modified Service Periods (Dates Meal Plan use is unavailable)

November 27-29, 2025	Thanksgiving Break – Closed – No Service
November 30, 2025	Roadrunner Café Service begins at 5PM
December 15, 2025 – Jan 17, 2026	Winter Break – Closed – No Service
March 7-14, 2026	Spring Break – Closed – No Service
March 15, 2026	Roadrunner Café Service begins at 5PM

IX. Miscellaneous

This contract replaces any previous agreements - written or verbal - between you and the University related to your participation in the meal plan program. It serves as the complete understanding between both parties. Once signed, the terms are binding and can only be changed through a written amendment signed by you, the University, and your guarantor (if applicable).

This contract is governed by the laws of the State of Texas, and all obligations outlined in it are considered to take place in Bexar County, Texas. If any part of this agreement is found to be invalid, illegal, or unenforceable, the rest of the contract will still remain in effect.

By using your meal plan, you are accepting all of the terms and conditions outlined here. Regardless of anything stated in this contract, the University will always comply with all applicable laws relating to meal plan services.

X. Notices

Any official communication related to this contract must be in writing and will be considered received when (a) delivered by hand or overnight courier, (b) Sent by certified mail (with return receipt), using the mailing address the University has on file for the student and the address listed below for the University, or (c) emailed at: CampusServices@utsa.edu:

The University of Texas at San Antonio
Campus Services
One UTSA Circle
San Antonio, TX 78249

If a Guarantor is listed on the contract, then any notice, request, or communication made to the University by either the Student or the Guarantor will apply to both parties. Likewise, any communication the University sends to either the Student or the Guarantor will be considered binding for both.