

**California Polytechnic State University
Housing and Dining License Agreement
LICENSE TERMS AND CONDITIONS - 2026 – 2027
FIRST-YEAR STUDENT ADDENDUM**

1) OCCUPANCY

- a. **Occupancy Periods.** Licensee is bound by the *License Terms and Conditions* based upon taking occupancy.

FIRST-YEAR STUDENT 2026-2027 Occupancy Dates		
Period	Begins	Ends
Fall 2026	8am, Tuesday, Aug. 18	12 noon, Saturday, Dec. 19
Winter Break - NOT INCLUDED <i>(Separate License & charge)</i>	12 noon, Saturday, Dec. 19	12 noon, Sunday, Jan. 24
Spring 2027	12 noon, Sunday, Jan. 24	12 noon, Sunday, May 23 <small>(or 24 hours after last final exam)</small>

- b. **Excludes Winter Break.** This *License* does NOT grant Licensee permission to occupy the assigned living unit during the academic break between Fall and Spring, 12 noon. December 19, 2026, through 12 noon January 24, 2027, (Winter Break). Students requiring occupancy during the Winter Break period sign a separate *Winter Break Housing License*, pay an additional Housing fee, and must be housed in Winter Break determined Housing. A charge for recovery costs for related and appropriate operating expenses will be assessed to any resident who has not vacated by 12 noon Saturday, December 19, 2026, deadline.
- c. **Assignment.** Licensee assigns self, self and roommates (if applicable), or the University assigns Licensee and roommates to a specific living unit on the basis of availability and information provided on the application and may be changed from time to time.

2) LICENSE REQUIREMENTS

- a. **Requirement to Live on Campus.**
- i. The University has a two-year Housing residency requirement. All First-Year students are required to live on campus for two consecutive Academic Years, 2026-2027 and 2027-2028.
 - ii. For Students that do not complete a Housing application or Housing exemption for their two-year Housing requirement, a Housing application will be completed on their behalf, a bed will be reserved for them, and charges to their Student Account will be completed for that bed. Students must agree to these *License* terms to get access to the assigned bed. Students who submit the Housing application will have priority for their Housing assignment.
 - iii. The *License Agreement* period for the second Academic Year 2027-2028 begins on August 20, 2027, and ends on May 21, 2028. Dates are subject to change based on the approved Academic Calendar.
 - iv. The cancellation deadline for this two-year agreement is set forth in the Cancellation section of the *First-Year Student Housing/Dining License Agreement 2026-2027*. Any Licensee who requests cancellation after that date (including the second Academic Year

term) will be subject to the cancellation fees and policies as set forth in Section 4 of the *First-Year Student Housing/Dining License Agreement Addendum 2026-2027*.

- v. Exemptions for the housing requirement can be requested. Processes and deadlines will need to be followed. Students will need to file for an exemption for each year, any fees paid toward future periods of housing will be refunded if the *License* is canceled pursuant to an approved exemption request.

(1) The full text of the [Housing Exemption Policy](http://www.housing.calpoly.edu/two-year-residential-program) can be found at: <http://www.housing.calpoly.edu/two-year-residential-program>

- vi. The Licensee acknowledges that during the term of this agreement, room and board rates are subject to change annually at the start of a new Academic Year at the sole discretion of the University. These rates are subject to change, but not to exceed a 9% increase on approved 2026-2027 rates. Notice of changes in fees or services will be provided to the Licensee no later than Spring 2027.
- vii. If a First-Year Student accepts admission into the University and does not sign the *Housing/Dining License Agreement* or file for an exemption and get approved, their admission to the University is subject to revocation.

b. **Required Dining Plan.** All entering First-Years living in University Housing are required to have a Dining Plan for the entire Academic Year.

- i. Additional on-campus Housing facilities may require Dining Plan participation for Second-Year/Continuing Students living in University Housing based on services and amenities provided; requirements are subject to change and will be communicated to residents prior to occupancy, where applicable.

c. **Assignments.**

- i. The Assignment Process for the 2027-2028 Academic Year will begin during the 2026-2027 Academic Year. Licensee will be given notice via email of the Assignment Process.
- ii. If a Student does not take the steps required to complete their assignment request for their second required year, University Housing will automatically assign the Student into an available space and charge the Student Account in approximately early August.
- iii. Licensee is required to fully vacate their space at the end of the Spring 2027 Semester per the established dates of the *License Agreement*. Summer session housing options will be made available for those who choose to remain during Summer 2027. Licensee will be in a different assignment their second year.

3) CANCELLATION

General Information. Cancellation of the *License* is authorized only for reasons approved by University Housing. When approved and processed, Cancellation provides that the Licensee will not be responsible for further payments under the *License*, except for any applicable Cancellation Fees as set forth herein.

- THE FEE PERIOD BEGINS THE DAY BEFORE UNIVERSITY HOUSING OPENS. (The *License* Term begins the day identified above under Occupancy Periods and on the *License*.)

- All cancellation requests require a written request to University Housing, via the Housing Cancellation link in the Housing Portal, regardless of the reason for the cancellation, and may be subject to Lack of Notice fees if a 30-day notice is not provided.
- In the case of a Licensee who is under 18 years of age, request for termination of the *License* shall be accompanied by the written consent of the parent or legal guardian.
- Cancellation requests to other University agents or departments are not acceptable notice and will not be substituted.
- Licensee may have to pay fees to University Housing for cancellation of the *License* after the Fee Period commencement.
- The cancellation notification will be considered the date the written cancellation request, with appropriate supporting documentation, is received by University Housing.
- Any request for exceptions to the cancel policy needs to be submitted in writing to University Housing via the Housing Cancellation link in the Housing Portal.

a. Cancellation by Licensee if no longer admitted or approved exemption if **at least 30 days prior to the Fee Period**. (Fee Period begins the day before University Housing opens). The Licensee may CANCEL a *License* for the living unit if no longer admitted or approved exemption, less any Cancellation Fees by giving written notice to University Housing at least thirty (30) days prior to the beginning of the Fee Period.

b. Cancellation by Licensee **prior to the Fee Period, but with less than 30 days'** notice.

i. If the cancellation request is received by University Housing less than 30 days prior to the beginning of the Fee Period, University Housing may grant or deny the request based on the following standards:

(1) Admission denied **(30-day notice may be waived)**

(a) If the Licensee is not admitted to the University and gives written notification to the Executive Director of University Housing within one week of Student's notification of denied admission by the University Admissions Office, then no Cancellation Fee is due.

(2) End of Student status

(3) Marriage or registered domestic partnership

(4) Hardship/Medical **(30-day notice may be waived)**

(a) The definition of hardship/medical as used in this *License* is any occurrence in which the Student is withdrawing from the University.

(5) University academic program requirements

(a) This includes International Study programs, Co-op, Internship, or Ag Housing assignments.

- (6) University Housing exemption approved
- ii. If the request is granted, the Licensee may be subject to fees for University Housing, based on the pro rata charge for the number of days less than the 30-day period as of the date written notification is received by University Housing.
- c. Cancellation by Licensee **after** the beginning of the Fee Period. (Fee Period begins the day before University Housing opens).
 - i. The Licensee must provide a written request to University Housing to cancel the *License* for the living unit with at least 30 days' notice of Licensee's intention to vacate and the reason therefore.
 - ii. The University may grant or deny the request to vacate as submitted on the following standards, with appropriate verification:
 - (1) Admission denied **(30-day notice may be waived)**
 - (a) If the Licensee is not admitted to the University and gives written notification to University Housing within one week of Student's notification of denied admission by the University Admissions Office, then no Cancellation Fee is due.
 - (2) End of Student status
 - (3) Marriage or registered domestic partnership
 - (4) Hardship/Medical **(30-day notice may be waived)**
 - (a) The definition of hardship/medical as used in this *License* is any occurrence in which the Student is withdrawing from the University.
 - (5) University academic program requirements
 - (a) This includes International Study programs, Co-op, Internship, or Ag Housing assignments.
 - (6) University Housing exemption approved
 - iii. If the request is granted, the Licensee will be subject to fees for University Housing based on the pro rata charge for the number of days of occupancy, plus an additional charge for the number of days the notification period provided is less than the 30-day period as well as forfeits any non-refundable fees paid.
- d. Refunds will not be pro-rated for approved move outs during the last week of classes or finals week at the end of each Semester.

4) HOUSING REGULATIONS

- a. **Cooking and Refrigerators.** Cooking is not permitted in or around University Housing except in designated areas. These areas include and are limited to lobby kitchens and microwaves located on floor corridors. These cooking privileges are in conjunction with rules established

by the Community Council in each hall. Students are not allowed to have microwave units. Hot plates and electric skillets, toasters, blenders, room heaters, air conditioners, freestanding freezer units of any size, and similar appliances, as well as items referenced in the University Housing Policy Guide are not permitted in Residence Hall rooms.

- i. University Housing provides one mini-refrigerator in each Residence Hall room. The mini refrigerator has a small freezer. The mini refrigerator's exterior dimensions are approximately 33" tall, 18" wide, and 20" deep (total interior volume is 2.9 cu.ft.).
- ii. No additional refrigerators or freezers of any size are allowed in University Housing.
- iii. Rooms in the North Mountain Halls are provided with a mini refrigerator/microwave.
- iv. Students with medical needs requiring additional refrigeration space need to contact University Housing.
- v. Mini refrigerators must be kept in an open space affording ventilation; therefore, placement in closets is unacceptable.
- vi. Mini refrigerators must be cleaned out for the Winter Break (December 19, 2026, through January 24, 2027).

5) DINING PLANS

- a. **Dining Requirement.** All entering First-Year Students living in University Housing are required to have a Dining Plan for the entire Academic Year.
- b. **Dining Plan Schedule.** Dining Plans will be available for use by **August 18, 2026**, and ending on **May 23, 2027**.
 - During the Academic Year, Dining Plan access coincides with the Housing occupancy periods except for the Thanksgiving Academic Holiday break. Location availability and Dining Plan access will be limited during this and other Academic Breaks. Please refer to <https://dineoncampus.com/calpoly> for the most current information on all dining locations and hours.
- c. **PolyCard Access.** Dining Plans are accessed through the magnetic strip on the back of the PolyCard, or the ISO number for electronic purchases using a mobile food ordering application. Students must present the PolyCard at the registers to make purchases with their Dining Plan. Students can also connect their PolyCard to the Grubhub app to make mobile purchases at participating Campus Dining locations. It is the Student's responsibility to acquire the PolyCard at Poly Card Services in order to access their Dining Plan. The Poly Card Services office can be reached at 805-756-7000 or polycard@calpoly.edu.
- d. **Dining Plans.** First-Year Students have three different Dining Plan options and are required to select a Dining Plan at the time the Licensee registers for Housing. Included in the cost of all First-Year Dining Plans are Dining Dollars for food purchases at Campus Dining locations, an Operational Dining Fee, and other benefits that vary by plan as described on the Campus

Dining website: (See *Dining Dollars & Information, First-Year Dining Plans*) <https://dineoncampus.com/calpoly/>.

- i. A \$608 Operational Dining Fee per Semester included in the Dining Plan price helps cover non-food operating costs, including equipment and facility maintenance, and benefits specific to the different Dining Plans.
 - ii. Dining Dollars included in Dining Plans, and Bonus Dollars in certain Dining Plans, may be used to purchase food and beverages at participating Campus Dining locations, as well as kitchen supplies, sundries, and personal products at participating Campus Dining Market stores. Dining Dollars and Bonus Dollars are allocated at the beginning of each Semester, and up to \$500 in unused Dollars (“Rollover Cap”) automatically rollover to the next Semester during the 2026-27 Academic Year.
 - iii. Rollover Caps apply at the end of each Semester. Any combination of Dining Dollars and Bonus Dollars in excess of \$500 are forfeited after the last day of each Semester (see *Section 1) Occupancy* period end dates). Bonus Dollars are forfeited first before Dining Dollars.
 - iv. Up to \$500 in unused Dining Dollars and Bonus Dollars (“Rollover Cap”) remaining at the end of the Spring Semester 2027 may also be rolled over to the following Academic Year with the purchase of a minimum Community Dining Plan for the next Academic Year. For the Rollover Extension to apply, the Licensee must purchase and maintain at least the minimum **2027-28** Community Dining Plan no later than **June 20, 2027**, otherwise remaining Dining Dollars and Bonus Dollars shall be forfeited. If the Academic Year **2027-28** Community Dining Plan is ever cancelled, the rollover funds will be forfeited.
- e. **No Transfer or Unauthorized Use.** The Licensee's Dining Plan is not transferable. The value of the Dining Plan may not be resold, assigned, transferred, or used by anyone other than Licensee. All promotions and other Dining Plan offerings are strictly limited to purchase and consumption by the Licensee. Assisting unauthorized persons in the use of Licensee’s PolyCard is a violation of the *Terms and Conditions* of the *License*. All unauthorized use of a PolyCard or Dining Plan, or tampering with or altering the PolyCard, is a violation of this *License* and shall be considered grounds for confiscation of the PolyCard, disciplinary action by the University, fines, and possible forfeiture of value expended.
- f. **Conduct.** Students are enrolled for educational pursuits, and the expectation is that their conduct will preserve an atmosphere of learning. Any Student whose conduct or behavior in or about food service venues is disruptive or in violation of law or university regulations may be subject to University disciplinary action, and revocation of the Dining Plan portion of the *License*.

- g. **Dietary Restrictions.** If the Licensee has any dietary restrictions due to food allergies, food intolerances, and/or other dietary concerns, please review the dining areas and food options available through the Dining Plan program at <https://dineoncampus.com/calpoly>. The Licensee can determine if there are any concerns that the Licensee's dietary needs can be met prior to submitting the Licensee's Initial Payment registration for the *Housing and Dining License* and can first seek clarification from Campus Dining. For assistance in reviewing any dietary concerns, please contact Campus Dining's Registered Dietician at (805) 756-1185 or e-mail campusdining@calpoly.edu for further assistance.
- h. **Changes in Dining Plan.** The Licensee selects a Dining Plan for each Semester at the time the Licensee registers for Housing. Changes to the **Fall Semester** Dining Plan will be allowed through **Wednesday, July 22, 2026**, and will be effective by **August 18, 2026**. Changes to the **Spring Semester** Dining Plan will be allowed through **Wednesday, December 9, 2026**, effective by **January 24, 2027**. Notice of any adjustments to fees will be sent to the University Student Accounts Office and will be subject to that office's policies regarding refunds and changes in fees. (See *Appendix A: Payment Schedule and Provisions §4 Refunds.*)
- i. **Dining Plan charges and billing.** The Licensee is required to pay for the Dining Plan for which the Licensee is billed within the specified time, even if the Licensee later changes the Dining Plan. Separate charges or credits resulting from such changes will appear on the Licensee's Student Account after each change. The Licensee is obligated to pay any additional costs related to any changes in the Licensee's Dining Plan; these changes will be applied to the Licensee's Student Account balance.
- j. **Electronic Communications.** Email is the official means of communication for the University. By agreeing to this *License*, the Licensee consents to receive electronic communications relating to the Dining Plan, campus food services, Mustang Shop and Cal Poly Partners services. The Licensee may opt out from receiving electronic communications from The Dish by clicking unsubscribe at the bottom of the email messages from The Dish.
- k. **Administrative Policy.** Cal Poly Partners may, from time to time, be at their sole discretion and without notice, implement new policies and procedures necessary for the effective administration of the collective Dining Plans. New policies and/or procedural changes shall not in any way modify material terms, vested rights, or dispute resolution procedures for disputes already in progress.
- l. **Resolution of Disputed Claims.** Disputed claims between Cal Poly Partners and Licensee, for which prompt written notice has been given followed by adequate supporting data within a reasonable time, shall be settled by an informal conference to meet and confer for settlement of the issues in dispute. The Licensee agrees that Cal Poly Partners shall have ultimate authority to determine final resolution.

APPENDIX A: PAYMENT SCHEDULE AND PROVISIONS 2026-2027

1) PAYMENTS & FEES

- a. **Fees and Due Dates.** – Housing & Dining fees vary depending on which Housing facility and living unit to which Licensee is assigned (i.e. Double or Triple) and which Dining Plan Licensee has selected. The payment schedules listed below represent typical Housing Payment Plans for Students assigned to the specified room types, and Dining Payment Plans based on the Dining Plan selected. Actual payment amounts may vary for reasons including, but not limited to, changing room type and/or adjusted move-in dates. Additional fees may apply for approved early move-in for sponsored programs or approved late stays. **All fees are proposed, subject to change and Executive Order & Board Approval. Due dates will be available when fees are posted.*
- b. **Sample Fee Structure:**

	FIRST YEAR STUDENT				
	Academic Year Housing Fees*				
	Residence Hall Double	Residence Hall Triple	yak?it'ut'yu Double	yak?it'ut'yu Quintuple	New Housing TRIPLE Suite Bedroom
Academic Year Amount	\$13,284	\$12,380	\$14,612	\$12,032	\$13,252
	Semester & Monthly Housing Fees*				
TOTAL FALL 2026 Charges (will post in August)	\$6,752	\$6,292	\$7,428	\$6,116	\$6,736
Installment Due Dates:					
9/1/2026	\$1,688	\$1,573	\$1,857	\$1,529	\$1,684
(9/1 AMOUNT IF \$500 INITIAL PAYMENT IS MADE)	\$1,188	\$1,073	\$1,357	\$1,029	\$1,184
10/1/2026	\$1,688	\$1,573	\$1,857	\$1,529	\$1,684
11/1/2026	\$1,688	\$1,573	\$1,857	\$1,529	\$1,684
12/1/2026	\$1,688	\$1,573	\$1,857	\$1,529	\$1,684
TOTAL SPRING 2027 Charges (will post in December)	\$6,532	\$6,088	\$7,184	\$5,916	\$6,516
2/1/2027	\$1,633	\$1,522	\$1,796	\$1,479	\$1,629
3/1/2027	\$1,633	\$1,522	\$1,796	\$1,479	\$1,629
4/1/2027	\$1,633	\$1,522	\$1,796	\$1,479	\$1,629
5/1/2027	\$1,633	\$1,522	\$1,796	\$1,479	\$1,629
TOTAL ACADEMIC YEAR	\$13,284	\$12,380	\$14,612	\$12,032	\$13,252

	First Year Student Dining Plans – Per Semester		
	First-Year Max	First-Year Plus	First-Year Limited
Dining Dollars	\$3,596	\$3,220	\$2,908
Bonus Dollars	\$113	\$75	-
TOTAL DINING FUNDS – per semester	\$3,709	\$3,295	\$2,908
Operational Dining Fee	\$608	\$608	\$608
TOTAL DINING CHARGE – per semester	\$4,204	\$3,828	\$3,516

Installment Due Dates:	Annual Breakdown (if same Dining Plan is purchased for both Semesters)		
	First-Year Max	First-Year Plus	First-Year Limited
TOTAL FALL 2026 Dining Charges (will post in August)	\$4,204	\$3,828	\$3,516
9/1/2026	\$1,051	\$957	\$879
<i>(9/1 amount if \$800 initial dining payment is made)</i>	\$251	\$157	\$79
10/1/2026	\$1,051	\$957	\$879
11/1/2026	\$1,051	\$957	\$879
12/1/2026	\$1,051	\$957	\$879
TOTAL SPRING 2027 Dining Charges (will post in December)	\$4,204	\$3,828	\$3,516
2/1/2027	\$1,051	\$957	\$879
3/1/2027	\$1,051	\$957	\$879
4/1/2027	\$1,051	\$957	\$879
5/1/2027	\$1,051	\$957	\$879
TOTAL ACADEMIC YEAR DINING CHARGES	\$8,408	\$7,656	\$7,032

- c. **Currency.** All payments due are in US Dollars.
- d. **Fees exclude Winter Break Housing.** Winter Break Housing is offered to Students who need to stay anytime between **12 noon, December 19, 2026, to 12 noon, January 24, 2027.** **The fee for Winter Break Housing is approximately \$2,004*.** Please select Winter Break Housing during the online application and contact University Housing at (805) 756-1226 for Winter Break Housing arrangements. The Winter Break Housing location is determined by the number of residents needing it and is subject to change from year to year.
- e. **Separate Payments and Payment Plans.** The required \$1,300 Initial Payment (IP) for the Housing and Dining Plans is a combined payment for both the services (\$500 Housing & \$800 Dining). However, the remaining Housing fees and Dining Plan fees are charged and are to be paid separately by Licensee, but with similar payment options for both. The IP will be applied to the Housing and Dining charges due 9/1.

- f. **Payments.** Housing and Dining fees are posted to the Student Account in a payment plan structure (monthly amounts due). Fall and Spring Semester fees for Housing and Dining Plans, selected through the Housing Portal, will post on the Student Account at the beginning of each Semester. Housing fees and the cost for the Dining Plan selected will be broken down into 4 monthly installments per Semester. The Licensee may choose to pay monthly, by Semester, annually, or any other frequency, and as long as the amounts due are paid by the due dates, the Student Account will remain in good standing. Any past due amounts on the Student Account may result in a Registration Hold preventing enrollment, adding/changing classes, or admittance off a waitlist.

Note:

Semester charges for Housing and the Dining Plan are posted to the Student Account at once.

Housing fees are based on the number of days in the Semester. As such, the Semester fees vary but the total amount due each Semester is spread evenly over each respective 4-month Semester.

The full cost of each Dining Plan is spread in equal amounts due over the Semester. The **Dining charges due** each month are **unrelated to the timing of using Dining Plan Funds**, as the **amount due** is an **installment payment** of the total amount due for the Dining Plan. (e.g. Dining fees are due during Academic breaks, even when Dining Dollars are not being used.)

- g. **Invoices.** There will be no invoices. Students can view amounts due on their Cal Poly Portal. Licensee is responsible for making timely payments. A Registration Hold will be placed on Student Accounts with past due balance.

2) PAYMENT METHODS

- a. **Financial Aid.** Financial Aid may be applied directly to Housing and Dining fees if Licensee accepts enough Financial Aid to first cover **all** Registration, Tuition & Other Fees (“TERM”) charges. After Aid is applied to TERM charges for the Semester, any remaining Aid is then applied to cover **all** Housing charges for the Semester. If there is any remaining Aid after Housing charges are paid in full, it is then applied to any Dining charges for the Semester. (i.e. **Financial Aid applies in the following order: 1st TERM, 2nd Housing, 3rd Dining**).
- i. Financial Aid can only be applied to charges in the Semester for which that Aid is disbursed. Financial Aid for Fall Semester cannot be applied to charges for Spring Semester or vice versa.
 - ii. Qualified Financial Aid can include certain types of Student loans, grants and/or many scholarships but does not include Federal Work-Study. Please refer to the Financial Aid calculator on the Student Accounts webpage (<https://afd.calpoly.edu/student-accounts/>).

- iii. Once Disbursable Qualified Financial Aid is exhausted, the Licensee will be responsible for all payments due by the due date(s) for that Semester's charges.
 - iv. If payment by Financial Aid eligible, the Licensee will see a "Deferred by Financial Aid" indicator next to the Housing/or Dining balance on their *Money Matters* tab of the My Cal Poly Portal. If "Deferred by Financial Aid" is not notated on the *Money Matters* tab next to the Housing or Dining balance, the Licensee is responsible for making a payment by the first due date of the Semester. A registration hold will be placed for any past due charges that are not eligible for a Financial Aid deferral.
- h. **Online.** Payments may be made online from the *Money Matters* tab in the Licensee's Cal Poly Portal or via the Student Accounts Payment website at <https://afd.calpoly.edu/student-accounts/payments/>. Online payments can be made with either eCheck (with no added convenience fee) or credit card (with an added 2.65% convenience fee). Online payments received after 5:00 pm will be recorded as paid the following business day. If there are any problems making a payment online, contact the Student Accounts Office at (805) 756-1428 or by email to studentaccounts@calpoly.edu.
- i. **In Person (University Cashiers Office).** Payments, using cash or check/money order, may be made at the University Cashiers Office, Administration Building 01, Room 131E, (8:30 a.m. to 4:30 p.m., Monday through Friday). Credit card payments are not accepted in person.
- j. **By mail.** Payment by check/money order should be made payable to "Cal Poly" for the amounts due. Include the Student EmplID and **specify** the amount of the payment to be applied to **each type of charge** (TERM, Housing, and/or Dining) on the memo line. Mailed payments are recorded as received. Please allow a minimum of 10 days for mailing. University is not responsible for payments that are lost, late, misdirected, mutilated, or delayed. All payments must be in US Dollars, and no checks are accepted for funds drawn from a non-US bank.

3) SPECIAL FEES

- a. **\$35 Returned eCheck/check fee.** If a check or eCheck payment is returned for any reason, including an erroneously entered financial institution account number, the Licensee may be liable for the amount of the check plus a returned check fee of \$35. Most Money Market Accounts and Lines of Credit do NOT allow eCheck transactions, and use of an invalid financial institution account may result in the \$35 dishonored eCheck charge. This fee will be added to the Licensee's Student Account balance and will be due immediately.
- b. **Credit card payments with 2.65% Convenience Fee.** A 2.65% Convenience Fee will be added to all payments made by credit card. This fee will be due at the time of credit card payment and is non-refundable.

4) REFUNDS AND CREDITS

- a. **University Housing**. The University shall authorize refunds only as provided for in *Title 5, California Code of Regulations*, this *License*, and campus policy. The University shall refund all money collected in excess of Licensee's obligations as soon as reasonably possible.
- b. **Campus Dining**. Commencing with the Licensee's move into Housing, or the beginning of the fee period as defined in the *2026-27 License of the First-Year Student Housing and Dining License Agreement*, a \$608 Operational Dining Fee is charged per Semester and becomes non-refundable two weeks after commencement of each Semester. Bonus Dollars and Dining Plan benefits (may vary by Plan) are non-refundable. Dining Dollars are spent before Bonus Dining Dollars. If a Rollover Cap forfeiture is applied, Bonus Dollars are forfeited before Dining Dollars. Unspent Dining Dollars, as well as Operational Dining Fees for Semesters not yet commenced, as of refund date will be credited to the Licensee's Student Account per Section 4(d) of this document. The refund date is the date of official withdrawal from the University, the date the Cancellation is submitted in the Housing Portal, the date of official move out from Housing, or the last date of use of the Dining Plan, whichever is later. If the Licensee cancels the *License* prior to the Licensee move-in or the start of the fee period, and prior to use of any Dining Dollars, all Dining Plan fees will be credited to the Licensee's Student Account.
- c. **Fees not refunded**. Convenience, Operational, and Returned eCheck/Check fees will not be refunded. Where applicable, non-refundable fees will not be refunded.
- d. **Refunds and Changes in Fees processed by Student Accounts Office**.
 - i. Notice of any refunds or change in the fees to a Licensee will be sent by the Student Accounts Office after processing through the Licensee's Student Account as approved and sent by the respective office(s) University Housing and/or Campus Dining.
 - ii. Any refunds or fee changes submitted to the Licensee's Student Account will be subject to University refund, disbursement, and business hold policies, as authorized per *§41802 and Title 5 of the California Code of Regulations* and other applicable law. Refunds deposited into a Licensee's Student Account will first be applied to repay any funds due to Federal, State, institutional or external sources that were conditioned on the Licensee's enrollment. Credits held in a Licensee's Student Account will be applied to any past due charges for University services on the Licensee's Student Account, with application to the oldest charges first, then to more recent charges. Any remaining Housing or Dining credits on the Student Account will be refunded. For any TERM credits on the Student Account, the Licensee may submit a *Refund Request* to the Student Accounts Office. This Refund process also applies to a Licensee who is no longer registered as a Student at University.
- e. **Refund deadline**. Licensee may not be eligible for a refund if they cancel their Housing after the beginning of the last week of classes of each Semester.

5) NO INTEREST

- a. No interest or other earnings will be credited to the Licensee's Student Account.