

## Transfer of Dining Dollars to Flex Request Form: Plan #6 ONLY

Fall balances of Dining Dollars carry over to the Spring, and any unspent funds expire at the end of Spring semester each academic year. However, those students living off-campus who have purchased the minimum meal plan #6 may choose to convert a portion of their Dining Dollars to Flex. Using this form, those eligible can request a maximum of 50% of each semester's total charge of unspent Dining Dollars be transferred to their Flex account at the conclusion of the spring semester. Written requests may be submitted to the Charger Card Office, Charger Union, Room 131, after April 15 through the day of the last published final examinations.

Students enrolled Fall semester only must submit written requests after December 1 through the day of the last published final examinations. Those requests will be processed after the last day to register for the Spring semester. Proof of withdrawal, graduation, administrative withdrawal or suspension is required for requests processed at any time other than the end of Spring semester.

To request a transfer of	f Dining Dollars to your Flex ac	ccount, please complete t	the section below:	
Last Name	First Nar	First Name		
Student ID Number				
Phone	Email			
Signature		Date		
Withdrawing or Graduati	ing?YesNo			
For Office Use Only				
Date	Fall DD Dep Amt:	Spring DD Dep Amt:_		
Fall DD Bal:	Spring DD Bal:	Ttl Tfr to Flex:	Ref? Y / N	