



**Standby Process/List:** The process initiated when demand for on-



notification by the Department, the remaining occupant will exercise one of the following options: (a) locate another roommate who agrees to be reassigned to the occupant's Room; or (b) be reassigned to a double occupancy Room chosen by the Department; or (c) be reassigned to single occupancy, if available, and pay the single occupancy Rate. In the event there is maximum utilization of facilities and no assignment can be made, the Department will notify the Student at which time any fees paid by the Student will be credited to the Student's account.

- a. The University reserves the right to contract for comparable student housing accommodations in the event of excessive occupancy, available facilities, natural disaster, etc. The Student agrees that all terms and conditions of this Agreement are applicable in the event that additional student housing accommodations must be secured.
  - b. Students who have not properly occupied their Room by 12 p.m. on the first day of classes and have not notified the Department of their late arrival may be reassigned based on the needs of the Department.
13. **Room Change/Reassignment:** The Student may, after written approval from the Department, move to another Residence Hall Space in accordance with the Department's reassignment policies, which are incorporated herein by reference. Those Students living in the Village may also need additional approval to be eligible transfer to a Room outside of the Village.

A Student shall not be permitted to transfer to another Space without the approval of the Department. If the Student does occupy another Space without the approval of the Department, they will be responsible for the Hall Rates



4. **Unpaid Charges:** Any unpaid Hall Rate, Cancellation fee, or other charges accrued under the Agreement may be applied to Student's University account and may result in a hold being placed on Student's record and/or academic transcripts. Please see section III.2. and III.3. for additional details.
5. **Method of Payment:** The methods of payment are listed below:
  - a. **Payments Online:** Online payments, via credit card or e-check, for housing, may be completed via the USF payment gateway available at [MyUSE](#). *Online payments made via the OASIS payment link will be processed as per the USF Cashier's Office protocols.*
  - b. **Payments by Check:** Housing payments by paper check/money order may be mailed to the USF Payment Center at:

USF Student Payments  
PO Box 946571  
Atlanta, GA 30394-6571

### III. PAYMENT SCHEDULE

1. **Payment Schedule:** All housing fees are due by the financial aid deferment date for the term in which the housing is effective. Please refer to the [University Scholarships and Financial Aid Services](#) website for information on the deferment date for each term.
2. **Default Process:** If a Student defaults in the payment of Hall Rate or other housing charges, the Student

dismissed and fail to complete these steps by the deadline noted above will be charged a \$1,500 Cancellation fee and a daily-prorated Rate.

- c. **Cancellation Due to Conduct Dismissal:** Students who are removed from the Residence Halls and/or dismissed from the University as a result of Student conduct sanction or are currently a subject of an ongoing investigation by Student Conduct & Ethical Development, will be subject to all full fees set forth in the Agreement and their account will be charged full Hall Rate through the term of the Agreement.
- d. **Cancellation Due to Administrative Dismissal:** Students who are removed from the Residence Halls and/or dismissed from the University for administrative reasons will be responsible for a daily-prorated Hall Rate.

## 2. Cancellation Request by Student:

- a. **Eligibility:** The Student may request a Cancellation of the Agreement if one of the following conditions is met (documentation will be required and fees may be assessed as more particularly set forth below):
  - i. The Student has not been assigned a Space;
  - ii. The Student has been assigned a Space but a Cancellation request is submitted in Housing Portal within 48 hours of the timestamp of the assignment;
  - iii. First Time In College Student's admitted for the summer 2024 or fall 2024 academic term who request a Cancellation in the Housing Portal before April 15, 2024.
  - iv. Non-Enrolled Student:
    - a. The Student graduates and does not continue in another USF program;
    - b. The Student receives military order for active duty;
    - c. The Student has a USF medical withdrawal; or
    - d. The Student withdraws and is no longer enrolled at USF.
  - v. Enrolled Student:
    - a. The Student participates in an academic program that requires residence outside Hillsborough, Pasco, or Pinellas county;
    - b. The Student participates in a USF\$ sponsored and/or approved study abroad program headquartered or stationed outside of Hillsborough, Pasco, or Pinellas counties;
    - c. The Student relocates to another USF campus, submits a Housing Agreement for the campus, and is assigned a Space for a Residence Hall located on that campus;  
or
    - d. The Student is newly married during the term of the Agreement.

***A Student living in the Village agrees that early Cancellation of this Agreement may not be permissible.***

- b. **Procedure:** Students who meet one of the eligibility requirements as set forth above in Section 2(a) may request the Cancellation of the Agreement. The Student must submit a written request via the 2024 Summer ACE Tampa Housing Cancellation Request Form (available in the [Housing Portal](#) under Requests) indicating which of the conditions set forth in Section 2(a) applies and provide the required documentation. **Requests for Cancellation over the phone, in-person, or via email will not be accepted.**
- c. **Cancellation Request without Assignment:** Any Cancellation request received before an assignment is made will be approved with no fee. *Please note that the Application Fee will not be refunded.*
- d. **Cancellation Request Due to Graduation:** A Student may request Cancellation of their Agreement and will not be charged a Cancellation fee provided that the following conditions are met: (1) the Student is no longer registered for any academic program, degree-seeking or not, at the University; and (2) the Student submits the request before the priority registration deadline

posted on the Office of the Registrar [website](#); and (3) the Student completes the Room check-out process at the end of the term (semester) in which graduation occurs. Failure to properly follow the steps above will result in a fee of \$1500.

- e. **Cancellation Request Due to Non-Enrollment:** A Student, who receives an assignment prior to the opening of the Residence Halls and cancels for non-enrollment, shall be considered a Cancellation for Non-Enrollment (see Section IV.1.a). A Student, who receives an assignment and has their courses dropped for any reason after the opening of the Residence Halls, shall have their Agreement cancelled, be charged a daily pro-rated Hall Rate plus one half of the remaining Rate on the Agreement. A registration hold will be placed on their record for the remainder of the current



supporting documentation they wish to have considered when Cancellation request is reviewed. If

9. **Public Records:** The Agreement is subject to the Public Records Law of the State of Florida, Chapter 119,

**2024-2025 USF DINING AGREEMENT**  
TERMS, CONDITIONS, AND RESPONSIBILITIES

First year student residents on all USF campuses are required to select the Open Access Meal Plan Option for the summer semester. Non-First Year student residents and off campus students on all campuses have the option of the Open Access or Summer Bull Block 75. Any unused Dining Dollars exclusively associated with a summer plan will be forfeited on the last day of the academic semester, **08/02/24**.

- **Open Access:** Unlimited entries into the designated dining hall. Includes \$200 Dining Dollars. The Dining Dollar portion of the Meal Plan may be used to treat guests to a meal, if desired.
- **Bull Block 75:** 75 entries into the designated dining hall. Includes \$200 Dining Dollars. Any unused meals will be forfeited at the end of the summer semester. The Dining Dollars portion may be used to treat guests to a meal if desired.

**Summer 2024 Meal Plan Change Periods:**

- Summer A, AB, & CE May 13<sup>th</sup>, 2024 Æ May 17<sup>th</sup>, 2024, by 4 pm.
- Summer B Æ June 24<sup>th</sup>, 2024 Æ July 28<sup>th</sup>, 2024, by 4 pm.



Each plan comes with a Flexi-Bull Meal Swipe, which can be used once per day at 727 Eats in the Reef. Meal plan holders can use their Flexi-Bull Swipe for any one item from the Good Day Cooler along with a fountain beverage from the Coca-Cola Freestyle Machine in 727 Eats. The daily Flexi-Bull Swipes will be deducted from the allotted meal swipe total that comes with the plan. For example, if you use your Daily Flexi-Bull swipe on the Any14 Meal Plan, you will have 13 meal swipes remaining for the week.

**TO-GO POLICY – \*Tampa & St. Petersburg Campus\***

If you would like your meal to-