Kennesaw State University
Culinary & Hospitality Services

SPRING 2015 MEAL PLAN CHANGE FORM
This form is to be used by students to change their meal plan.

Name (print): _______________________________      KSU NetID: _______________________________

Local Address: ___________________________________________      KSU ID #: _______________________________

Phone: _______________________________________________      □ Commuter (off-campus)

Housing Status (check one):
□ University Place   □ University Village   □ University Village Suites   □ KSU Place   □ Univ. Place II

                 □ Access14 + 20 Dining Dollars ($152)    □ Access14 + 20 Dining Dollars ($152)
                 □ Access25 + 60 Dining Dollars ($300)    □ Access25 + 60 Dining Dollars ($300)
                 □ Access40 + 75 Dining Dollars ($452)    □ Access40 + 75 Dining Dollars ($452)
                 □ Access75 + 150 Dining Dollars ($850)   □ Access75 + 150 Dining Dollars ($850)
                 □ Access115 + 100 Dining Dollars ($1,183) □ Access115 + 100 Dining Dollars ($1,183)
                 □ 3Square + 200 Dining Dollars ($2,093)   □ 3Square + 200 Dining Dollars ($2,093)
                 □ Gold + 200 Dining Dollars ($2,289)     □ Gold + 200 Dining Dollars ($2,289)

Please note:
1. Meal plan upgrades should be done by visiting Owl Express. This form should be used only in extinuating circumstances or to downgrade after an upgrade. This form must be submitted to the Meal Plan Office by 5:00pm on January 13, 2015 (last day of Add/Drop). Adjustments are not permitted after this date.
2. This form will become part of the Meal Plan Contract and will supersede previously-submitted changes for the Contract period.
3. Any meals used under your current plan will be deducted from the new plan upon activation. In the case of moving from a Gold or 3Square Plan to an Access Plan, each premium plan entry will be deducted from the new Access Plan.
4. Mail completed form to the address listed below or drop off in the Meal Plan Office (in The Commons). Faxed and/or e-mailed forms will not be accepted.
5. Please allow up to two (2) business days to process the requested change.

Signature: ___________________________      Date: ___________________________

For Office Use Only

(Received) Date Stamp Here

Banner updated on:
Blackboard updated on:
Processed by:
Meals used on current plan: