



**the evergreen  
state college**

Residential & Dining Services  
Olympia, WA 98505  
(360) 867-6132

## Meal Plan Add/Change Request Form

(please print)

Student Name: \_\_\_\_\_ Student ID \_\_\_\_\_

### Meal Plan Changes

- I would like to **add/change my meal plan** for \_\_\_\_\_ term. Change my from Meal Plan \_\_\_\_\_ to Meal Plan \_\_\_\_\_/ add \_\_\_\_\_ to my account. I have read the Meal Plan Contract and understand that the new plan will stay in effect for the entire academic year unless changed by me and there may be additional costs for this change.
- I would like to **add** the \$220 DB for \$200 to my Meal Plan for \_\_\_\_\_ quarter. I understand this will carry forward each quarter until the end of the academic year, June 16, 2017 unless I request to have it removed before the end of the first week of the quarter.
- I would like to **remove** the \$220 DB for \$200 from my Meal Plan for \_\_\_\_\_ quarter.
- I would like to **add the RAD Reward plan** to my student account. I am a student living in the RAD apartments who has fulfilled a full year housing contract during the prior two years. I have read the Meal Plan Contract and understand the terms of the contract.

I understand I should continue to use my original meal plan Block Meals (if a combo or Block Meal only plan) through the cancellation date in order to get the full benefit of any charge incurred for changing plans.

### Due Date for this Form

I understand I must submit this form by 5:00pm the Friday of week one of each quarter for my meal plan to be changed. (Note: Fall orientation week does not count).

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Return this completed form to the office of Residential and Dining Services in A-301 or send to:  
[rad@evergreen.edu](mailto:rad@evergreen.edu)