

# **Connect Card Program Agreement with Terms & Conditions**

The Connect Card identifies the cardholder as a student, faculty, staff or invited guest of the University. Upon receiving the card the individual agrees to the following terms and conditions:

1. **AUTHORIZATION FOR PERSONAL USE ONLY**

The Connect Card is the property of Bridgewater State University. Once an individual signs this Agreement, s/he agrees to the Terms and Conditions identified herein. The authorized holder of the Connect Card has the responsibility to follow those privileges described in this Agreement.

2. **PENALTIES FOR UNAUTHORIZED USE**

The Connect Card shall not be loaned or otherwise transferred to another person. Any attempt to obtain or use, or to assist in obtaining or using, a Connect Card for the purpose of fraud may be subject to campus disciplinary action.

3. **OBLIGATION TO REPORT LOST OR STOLEN CARD**

The cardholder is obligated to report a lost or stolen Connect Card as soon as possible. This report must be made to Parking Services & Connect Card office during normal business hours. After hours, cardholder must deactivate the debit card feature of the card by using the Online Card Office website. Please contact BSU Campus Police to de-activate the door access feature. You will be held responsible for any use of your card until it is reported lost or stolen and all features are de-activated at which time the card is declared inactive and a new card is issued. It may be necessary at certain times to communicate with the Parking Services & Connect Card Office. Correspondence should be addressed to:

Bridgewater State University  
Parking Services & Connect Card  
Hunt Hall, Room 001  
Bridgewater, MA 02325

4. **REPLACEMENT POLICY**

Every student is required to have a valid Connect Card. There is a replacement fee for lost or stolen cards. If your card should become lost or stolen, it should be reported to the Parking Services and Connect Card office. In order to receive a new card, two forms of positive identification are required. There is a charge of \$25.00 to replace a Connect Card.

5. **RIGHT TO ALTER TERMS AND CONDITIONS**

Bridgewater State University reserves the right to alter any term or condition contained herein. A current version of this agreement is available upon request from the Parking Services & Connect Card office.

6. **LIMIT OF RESPONSIBILITIES**

The cardholder may have unlimited responsibility for unauthorized purchases.

7. **AVAILABILITY OF PERIODIC STATEMENTS**

Upon the request of the cardholder, and with presentation of proper identification, information about the cardholder's account balance or transaction record is available at the Parking Services & Connect Card office.

8. **ACCOUNT BALANCES AND RECEIPTS**

The cardholder's account balance will display on cash registers and most other machines accepting the Connect Card for financial transactions. The cardholder's account balance will also appear on any receipt that may be generated at a point-of-sale register.

9. **NO INTEREST EARNED ON ACCOUNT**

No interest or other earnings will be paid to the cardholder or credited by Bridgewater State University to his or her Connect Card account.

10. **REFUND OF FLEX DOLLARS ACCOUNT BALANCE**

Students-Flex Dollars carry over from year to year and balances greater than \$20.00 are refundable at the time of graduation/withdrawal upon written request. Otherwise a refund will be processed for any account that is inactive for a period of 365 consecutive days. Please note that a \$20.00 processing fee is deducted from the balance prior

to refund and if the student has an outstanding balance with the university, the flex dollars will be applied to the account. Any remaining balance will be refunded to the student.

Employees-Flex Dollars carry from year to year and balances greater than \$20.00 are refundable at the end of employment with BSU. A \$20.00 processing fee is deducted from the balance prior to refund. A refund check will be issued within 60 days of end of employment.

11. DOOR ACCESS

The Connect Card can be used to operate certain campus security points such as doors much in the same manner as a key. The campus representative authorized to make decisions regarding the appropriate access for the card user approves the profile of each cardholder. A profile may be changed, without notice, by the campus card office when it is deemed necessary or appropriate.

12. LIBRARY CARD

The Connect Card operates as the Bridgewater State University library card for the Maxwell Library. Privileges to take material out on loan from the library are granted to all Bridgewater State University students, staff and alumni. Borrowing privileges may be suspended due to excess fines or overdue materials. Other rules and limitations regarding the use of materials at Maxwell Library may be found at the following URL: <https://my.bridgew.edu/departments/Library/SitePages/Home.aspx>

13. CAMPUS VENDING

The Connect Card allows access to all campus vending. If there is a problem with a vending machine, it is the responsibility of the cardholder to report the problem to the Parking Services & Connect Card office. Vandalism to any vending machine will result in the immediate denial of the cardholder vending privileges.

14. MEAL TICKET

The Connect Card allows the cardholder access to any of the dining facilities on campus. Failure to present a card may result in denied admission to a dining hall. Under no circumstances will anyone be allowed to use Flex Dollars without presenting the Connect Card.

**ACCEPTANCE OF TERMS AND CONDITIONS**

By accepting this card you are agreeing to the terms and conditions identified in this package.

\_\_\_\_\_  
Please print name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Banner ID #

**For Office Use Only**

Date \_\_\_\_\_ Initials \_\_\_\_\_