

UTM Skyhawk Card Account

Version 2.0 April 2008

These Terms and Conditions apply to the accounts listed below if applicable:

- Skyhawk Card Silver, Bookstore, & Free Print Accounts
- Skyhawk Card Dining Services Plan (These terms and conditions are in addition to those stated by the University's Dining Service Provider).

This identification card is your OFFICIAL UTM IDENTIFICATION. It may be required to access certain campus services. IT IS ALSO SURRENDERABLE UPON DEMAND BY AUTHORIZED CAMPUS OFFICIALS. You are required to you keep your ID with you at all times you are on campus or at campus activities, per the student handbook.

By applying for the debit option of your Skyhawk Card, you agree to be bound by the following terms and conditions. The Skyhawk Card Account is a prepaid debit account only; however, the cardholder shall be responsible for the repayment of any charges to the account for which there may be a delay in or failure to receive credited funds. Once your application has been approved, processed, and funds deposited to your account, you may use your Skyhawk Card to pay for purchases at participating campus locations, up the amount available on your Skyhawk Card Account (Some locations have daily spending limits). You can not withdraw cash from your Skyhawk Card Accounts. There is no fee to establish or use your account; the full amount of your deposit will be available on your Skyhawk Card Account

Terms and Conditions

Use of the Skyhawk Card: You agree to use the Skyhawk Card for identification purposes, and for access to goods and services to which you are entitled as a UTM student or employee after having paid the appropriate fees for that term of study. If you cease to be a UTM student or employee your account becomes inactive. You will not have access to account funds or campus services via the Skyhawk Card while it is inactive status. [No other person is permitted to use the card for purchases, identification, or any other reason. The card and its rights, privileges, and balances are not transferable and are governed by all UTM rules and regulations.]

Liability: You are responsible for all charges or transactions billed or accessed by the Skyhawk Card and any of its various accounts as part of the Skyhawk Card System. To minimize potential loss to the participant, unattended locations/applications such as vending, copiers, and printers may carry a daily spending limit.

Collection: You are responsible for all book loans and other charges that are applied to your Skyhawk Card account. In the event litigation is necessary for collection of any charges due the University, you agree to pay all collection fees, court costs, and reasonable attorney fees.

Lost or Stolen Cards: You agree to notify the Skyhawk Card Office immediately at 731-881-7825 if your Skyhawk Card is lost or stolen. After 4:30pm during the week days and anytime on the weekends, call Public Safety at 731-881-7777. If you fail to notify the Card Office of a lost or stolen card, you will be held responsible for any charges that occur until we are notified. Lost or stolen cards can be replaced for a \$15.00 replacement fee. If your Skyhawk Card is stolen and you provide a Police report of the loss, the replacement fee will be waived.

This account is non-transferable. The cardholder may be charged a fee or the card may be confiscated by authorized University Personnel or Dining Services Personnel if the card has been loaned to another individual. Additional ID may be required to ensure that only the authorized participant uses the account. The participant may be required to sign a receipt for goods.

Ownership of Cards: The Skyhawk Card remains the property of the University of Tennessee and is governed by all its rules and regulations. Upon withdrawal from the University of Tennessee, the Skyhawk Card must be surrendered.

Refunds. A refund for accounts with refundable balances can be requested in the Skyhawk Card Office and will be subject to a \$15.00 service fee. The refunded balance will be transferred to the cardholders Student Banner Account and will be subject to the refund procedures of the UTM Office of Business Affairs.

Refunds of Financial Aid Funds will not be subject to the \$15.00 service fee.

Leaving the University and Account Balances: Upon leaving the University, refundable accounts will be subject to the following policy:

Method of University Exit & Policy for Refund

Graduation: Within 7 days of Graduation Ceremonies, the Skyhawk Card Office will obtain a graduation roster from the UTM Registrars Office and will automatically transfer all refundable balances to the cardholder's UTM Banner Account. These funds will be subject to the refund procedures of the UTM Office of Business Affairs

Official Withdrawal: Upon official withdrawal from the University, any balances on refundable Skyhawk Card accounts will be automatically transferred to the cardholder's UTM Banner Account. A service fee of the lesser of \$15.00 or the card balance will be incurred for closing the account. The service fee will be no more than \$15.00. All funds remaining after the service fee will be transferred to the cardholders UTM Banner Account and will be subject to refund procedures of the UTM Office of Business Affairs.

12 Months of Inactive Student Status: Skyhawk Card accounts will be deactivated for campus use if cardholders no longer appears on the active student roster (and have not graduated or officially withdrawn.) However, cardholders may request a refund per card terms. After 12 months of inactive student status, such accounts will be closed and any funds remaining on refundable Skyhawk Card accounts will fall subject to the policy stated above for official withdrawal.

Name: _____
 Last Name First Name MI

Skyhawk Card ID Number: _____
 (UTM Assigned Number)

Status: Student Faculty/Staff Other Affiliation: _____

By signing this application you are requesting a Skyhawk Card Account be opened in your name and that you have read and accept the attached Terms and Conditions of the Skyhawk Card

Signature: _____

Date: _____