### RUTGERS UNIVERSITY ID CARD

The official photo identification card of Rutgers University is the mechanism for accessing Raider Dollars. Access to Raider Dollars, University facilities or other privileges may be denied if your account has been suspended by the University for violating the terms and conditions of use or for invalid university status. Additionally, the card will not scan if the magnetic strip is damaged or demagnetized.

The RUConnection Card is the property of Rutgers University and is non-transferable. Only the cardholder may present the RUConnection card for purchases and other privileges. RUConnection Cards will be confiscated if presented by someone other than the cardholder or if the card is involved in inappropriate or illegal use. Fraudulent use of the card will result in disciplinary action or penalties.

A RUConnection Card may be obtained at the Photo ID Office, Third Floor Blumenthal Hall, Photo ID Window. A government photo ID, such as a driver's license or passport, must be presented upon issuance of the new RUConnection Card. A replacement card will be issued for a \$20.00 fee.

Complete information concerning the RUConnection Card can be found at <u>pst.rutgers.edu/rules</u>.

### **RU-NEWARK RAIDER DOLLAR POLICIES**

Raider Dollars is a debit card program used at Rutgers University-Newark. The RUConnection Card serves as a mechanism allowing community members to use funds placed on their Raider Dollar account. Raider Dollars are accepted at all on campus dining locations, printing locations, the Bookstore and as well as many off-campus dining locations.

#### DEPOSITS

Students, faculty and staff can add money to their Raider Dollars account via credit card. <u>Click here to access the Raider Card Portal.</u> You may also deposit cash, check or money order by coming to the Dining Services Office, 91 Bleeker Street, 107 Woodward Hall, Newark NJ, 07102, Monday-Friday, 8:30-4:30 pm.

Funds deposited to the Raider Dollar account must be expended through sales transactions. Cash withdrawals may not be made from the account. Raider Dollar funds may not be utilized to pay for any term bill charges.

#### REFUNDS

A Raider Dollar account holder may request a refund <u>ONLY</u> in cases of withdrawal and/or dismissal (confirmation will be needed by the appropriate office) and if there is a balance of \$25.00 or more. A Raider Dollar account holder may request a refund <u>ONLY</u> in cases of withdrawal and/or dismissal (confirmation will be needed by the appropriate office) and if

there is a balance of \$25.00 or more. Requests may be made by completing a <u>Raider Dollar</u> <u>Refund Request Form</u> and returning it to the Dining Services Office <u>dining.services@newark.rutgers.edu</u> or 91 Bleeker Street, 107 Woodward Hall, Newark NJ 07102. Accounting Services will determine if a student is entitled to a refund check based on their financial obligations to the University. If a student has not setup direct deposit and is eligible for a refund, then the checks will be mailed to the permanent address as indicated on the student record. Please make sure your address is updated in your <u>personal</u> <u>contact information online</u>.

## **INACTIVE ACCOUNTS**

Raider Dollar accounts showing no cardholder activity after 18 months will be closed and funds residing in the account will be forfeited.

### LOST/STOLEN CARDS

to avoid unauthorized use of your account report lost/stolen cards immediately.

<u>During business hours</u>: Photo ID Office, Third Floor, Blumenthal Hall (Photo ID window) and the Dining Services Office, 91 Bleeker Street, 107 Woodward Hall, 973.353.1274 or <u>dining.services@newark.rutgers.edu</u>.

<u>During non-business hours</u>: review the information on the <u>RUConnection website</u> and request your card be deactivated. At the commencement of business hours, you will then need to go to the ID Office located on the Third Floor of Blumenthal Hall to <u>replace</u> your RUConnection Card.

After replacing your RUConnection Card, you will need to bring your new card to the Dining Services Office to re-activate your Raider Dollars on your new card.

The University's liability limit for unauthorized use on lost/stolen cards is \$50.00.

# Terms and conditions are subject to change.

Updated: 10/04/17