

ECU 1 CARD AGREEMENT

Reading and understanding terms and conditions of ECU 1 Card is required before card will be issued.

The ECU 1 Card is the official identification card of East Carolina University and may be required for admission to university functions and certain contracted services. Use of this card constitutes acceptance of all terms and conditions of the ECU 1 Card Agreement, including amendments to it. Violations of the following terms and conditions may result in confiscation of the card.

TERMS AND CONDITIONS

1. Property of ECU

The ECU 1 Card is property of East Carolina University. This card is intended for campus use only and must be presented or returned upon request. Terminated faculty and staff are required to return their card to the ECU 1 Card office.

2. Obligation to Report Lost or Stolen Card

A lost or stolen card should be reported immediately through GET site or mobile app, or to the ECU 1 Card office during regular business hours or the ECU police after hours as listed below:

ECU 1 Card Office	ECU Police
252-328-2673	252-328-6787
G-521 Old Cafeteria Complex	609 East Tenth Street

The cardholder must visit the ECU 1 Card office to reactivate a card that has been reported lost before use. The cardholder is responsible for paying the replacement fee for the reissuance of a card.

3. Misuse of Card

The ECU 1 Card contains financial value, privileges and security access. The cardholder is responsible for taking proper care of the card and should never:

- Use the card as collateral or allow the card to be retained for university services
- Allow anyone other than the cardholder to use the card for purchases or access
- Alter the card in any manner, ie, punching holes or affixing decals to the card

Improper care of the ECU 1 Card can affect the ability to access data on the card and will be subject to a replacement card fee.

4. Account Balances

- **Liability**- The ECU 1 Card is valuable and should be treated like cash or credit card. The University is not responsible for any loss or expenses resulting from the loss, theft or misuse of this card.
- **Inquiries**- Account balances will be available on the GET site and mobile app, at cash registers, Dining Services Office or the 1 Card Office. Please note all accounts have priority in their respective locations and roll over to Bounty Bucks once the balances are depleted.
- **Refunds** - Refunds will be subject to applicable departmental policies:
 - A. **Bounty Bucks** – A refund can be requested of the ECU 1 Card Office upon graduation, official withdrawal or termination from the university. A refund request form must be completed and submitted to the ECU 1 Card Office in order to obtain a refund.
 - B. **Bookstore Account**- A refund can be requested of ECU Dowdy Student Store upon graduation, official withdrawal or termination from the university. A full refund of any unused funds will be issued minus a small processing fee. Funds placed on the Bookstore Account from deferred financial aid or scholarship funds will be returned 30 - 60 days after that academic term begins.
 - C. **Meal Plan**- See Meal Plan Terms on the ECU Dining Website at: <http://www.campusdish.com/en-US/CSSE/ECU/MealPlans/MealPlanTerms.htm>.

5. Privileges

The ECU 1 Card entitles the cardholder to privileges associated with their current status (i.e. campus student, distance education student, faculty and staff). Individuals are entitled to only one card at a time, which contains all privileges associated with their current status. If an individual has more than one status, the primary status will be reflected on the card. Example: a patron who is a permanent employee and campus student, will be issued a staff card that contains student privileges. Student privileges are assigned based on university fees paid by semester therefore privileges can change per semester as well. Students paying for distance education only fees are not eligible for certain privileges offered to those paying for campus classes.

6. Proof of Identity

A valid state issued photo id, such as a current driver's license, passport, military id or state issued identification card must be presented when applying for the ECU 1 Card. This stipulation applies for a replacement 1 Card, if no recent photo is on record in the university badging system.

7. Fees

There are fees associated with the issuance of a 1 Card. The initial card fee varies depending on a patron's status. There is a set fee for a permanent replacement card or temporary card, which is a card that can be used for the duration of a week. Students are responsible for paying the initial card fees. All cardholders are responsible for paying replacement or temporary card fees. A cardholder is eligible for one free damage replacement card if the card is no longer working and was not deliberately damaged. In order to receive the free damage replacement, the damaged card must be presented to 1 Card Office.

8. Photos

Photo images captured for the 1 Card become part of the cardholder's university record and therefore may be used for official university business.