

# How to: Change a Meal Plan

**Step 1:** Log onto AccessPlus

**Step 2:** Select the 'Student' Tab from the top right hand corner, then select "Campus Dining" from the left hand link bar

**Step 3:** Select the appropriate term

**Fall 15-Spring 16**

Contract dates: August 21, 2015 - May 7, 2016

Your status: No dining options selected

[Select Fall 15-Spring 16](#)

**Step 4:** Select "Change \_\_\_\_\_ Meal Plan"

<b>Dining Summary</b>	<b>Meals and dining dollar\$ purchased for fall will be available to use on August 18, 2015</b>	
	+ My fall meal balance as of today is 0	<a href="#">Change fall meal plan</a>
	+ My fall dining dollar\$ balance is \$106.81	<a href="#">Buy fall dining dollar\$</a>
	<b>How many meals do I need?</b>	
	-- These Meal Plan Usage and Balance tables will help you decide.	<a href="#">Usage tables</a>
	IMPORTANT: Meal plan dates and deadlines	<a href="#">Dates and deadlines</a>
	All unused Dining Dollar\$ expire at the end of spring 16	
	Visit the ISU Dining website for locations, hours, menus and more	<a href="#">ISU Dining website</a>
	Manage my housing options	<a href="#">Campus Housing</a>

**Step 5:** Accept the Terms and Conditions

**Step 6:** Select "View meal plan options"

<b>Meal Plans</b>	Buy meal & dining dollar\$ combinations	<a href="#">View meal plan options</a>
<b>Block Meals</b>	Buy meals only	<a href="#">View block meal options</a>
<b>Dining Dollar\$</b>	Buy dining dollar\$ only	<a href="#">View dining dollar\$ options</a>

Meal plans are available to all students, regardless of whether or not they live on-campus. Meal plans are **required** in all residence halls except Wallace and Wilson. Block meals are available to all students, **except** those in residence halls besides Wallace and Wilson. All students can add Dining Dollars.

**Step 7:** Select the Meal Plan you want. Here's a breakdown of the screen for Meal Plans. :

**Meal Plans** [Rates and descriptions](#)  
[Meal Plan Usage and Balance Tables](#)

**Cost for entire academic year; half is applied to your U-bill each semester**

Sem plans	Meals per sem	Dining D\$ per sem	Annual cost	Cost per meal	--- Change to my ---			Select plan
					Meals	Dining D\$	UBill	
Cyclone	304	125.00	\$4178.00	\$6.46	304	\$231.81	\$2089.00	<a href="#">Select plan</a>
Cardinal	275	150.00	\$4149.00	\$7.00	275	\$256.81	\$2074.50	<a href="#">Select plan</a>
Gold	225	200.00	\$3791.00	\$7.54	225	\$306.81	\$1895.50	<a href="#">Select plan</a>
Silver	175	250.00	\$3703.00	\$9.15	175	\$356.81	\$1851.50	<a href="#">Select plan</a>
Bronze	125	300.00	\$3027.00	\$9.71	125	\$406.81	\$1513.50	<a href="#">Select plan</a>

[Click here to choose your meal plan](#)

Average cost per meal, found by (Semester cost- Dining Dollars per semester) divided by (number of meals)

cost per semester, applied to your U-bill

**Meal Plan Change Details**

**What change am I making?** Your current meal plan **no meal plan** Meal plan you're changing to **Gold + \$200 Dining**

You are changing from  to a  Dollars/Sem

**How much will this change cost?** The charge applied to your U-bill if you make this change

A \$1895.50 change will be made to your fall 15 fees

**What will my meal balance be?** Total meals you'll have

**What will my Dining Dollars balance be?** Total Dining Dollars you'll have

\$

**When will this change be done?**

This change will be available for use fall 15. Your summary screen will display your new balance once all changes are complete. For assistance, call 515-294-2900 or email [housing@iastate.edu](mailto:housing@iastate.edu).

[+ Show Billing Statement](#)

**Step 8:** Review the information and Submit the change.

**Finalize Change** Below is the ISU email where we will send your confirmation. ation.

**Confirmation e-mail**

[Click here to finalize your change](#)  [Cancel Change](#)

You will receive an email to verify the change/purchase. Let us know if you have any other questions or concerns.

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