

## Red Hawk Dollars are ...

- convenient to use
- safer than carrying cash
- accepted at the University Bookstore, MSU dining service locations, and vending machines
- added to your account at the AMC (Account Management Center) stations by credit card. Cash and checks are accepted at the ID Card Office and Bursar's Office.
- added by transferring credit from student accounts (if available)
- key to "Swipe and Go" !

### What are the differences between Red Hawk and Flex Dollars?

*Red Hawk Dollars* can be used to purchase food and merchandise in the book store. Remaining balances carry over year to year and are only refunded when a student graduates or withdraws from the University.

*Flex Dollars* are attached to several meal plans and can only be used to purchase food. Remaining balances in the fall carry over to the spring meal plan. All flex dollars expire at the end of the spring semester or when a meal plan is canceled.

### Important Contact Information:

<b>Red Hawk Dollar Office:</b>	973-655-7431
Student Center First Floor J003	
<b>ID Card Office:</b>	973-655-4147
Student Center First Floor	
<b>MSU Dining Services</b>	973-655-7889
Student Center Second Floor	
<b>MSU Police Department</b>	973-655-5222
Next to the Red Hawk Parking Deck	

Please visit [www.montclair.edu](http://www.montclair.edu) for more information.



# Montclair State University



# Red Hawk Dollars

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2009/2010

**Red Hawk Dollars** is a convenient pre-paid debit account designed for the Montclair State University community. With your MSU ID card, you can enjoy campus-wide purchasing power for books, supplies, clothing, food, and snacks. RH\$ accounts are valid throughout a student's career at MSU. Registered students' funds carry over semester to semester, year to year, up until withdrawal or graduation.

## How Does My Account Work?

Funds are placed into an account accessed by your MSU ID Card. Present your ID Card at the cash register where Red Hawk Dollars are accepted. Your card is swiped and the purchase amount is deducted from your account.

## How Do I Sign Up For An Account?

Accounts are activated when funds are deposited into a Red Hawk Dollar account.

## Where Can Red Hawk Dollars Be Used?

- MSU dining facilities
- University Bookstore
- On-campus vending machines
- ID Card Office lost card replacement fees
- Library copiers

## How Do I Add Money To A Red Hawk Dollar Account?

The easiest way to add funds to your Red Hawk Dollar account is by using your credit card at one of the AMC stations. AMCs allow you to add funds at your convenience via credit card and check balances 24/7.

### Account Management Center locations:

*Student Center (1st floor across from the C Store)*

*Sprague Library (lobby)*

*College Hall (1st floor)*

**Cash and checks** are accepted at the ID Card Office and Bursar's Office during normal business hours.

**Monetary credit from financial aid and/or loans** on your MSU student account can be transferred to a Red Hawk Dollar account. Visit the Red Hawk Dollar web page for more details.

## Report ID Cards Lost Or Stolen

to the ID Card Office (Student Center, 973-655-4147) during normal business hours. Outside of normal business hours please call the MSU Police Department (973-655-5222) to report your ID card lost or stolen and freeze your account.

## Can A Parent Or Relative Purchase Red Hawk Dollars For A Student?

**Yes!** Print out and complete the Red Hawk Dollar Credit Card Payment form from the Red Hawk Dollar web page and fax it to the number listed. Transactions are completed and funds placed on the Red Hawk Dollar account within 24 hours during normal business hours.

## How Do I Close My Account?

Accounts may only be closed upon graduation, withdrawal from MSU, or termination of employment. A processing fee of \$15 will be charged to the Red Hawk Dollar account prior to closure and refund calculation. All University debts must be satisfied prior to a refund being processed. All requests for refunds upon graduation, withdrawal from the University, or termination of employment must be received within ninety (90) days of graduation, withdrawal, or termination. Any funds left in the account longer than ninety (90) days are forfeited and become the property of the University.