

## ***General Meal Plan / Flex Information***

### **To Change / Add A Meal Plan:**

Any changes to a meal plan must be made during the first 5 days of the semester in writing at the Student & Residence Life Office. Students can add a meal plan at any time throughout the semester by visiting the Student & Residence Life Office at 219 Ulmer.

Please note that any charges incurred after the start of the semester are due immediately and are subject to financial holds and / or late fees. Students will be able to view an updated student bill by logging into the [myHaven](#) portal.

To view the costs associated with the various meal plans, please view our [Cost Information](#) page.

### **To Add Flex:**

Students wishing to add flex dollars to their student account may do so via the [myHaven](#) portal. Simply click on the "Student Accounts" tab at the top followed by "Pay My Bill or Add Flex" on the left side menu followed by "Add Flex Dollars". Acceptable methods of online payment include credit card (Visa, MasterCard, and Discover) or electronic check (eCheck).

Students wishing to add flex for the first time must add at least \$125. Students wishing to add additional flex may do so in \$25 increments.

If the student is unable to pay for their flex online, they may pay in person at the Student Accounts Office at 224A Ulmer via cash, check, or money order. Please note that paying through [myHaven](#) is the quickest method of access to your flex dollars. Payments made in person may take up to 48 hours to be available for use where flex is accepted.

### **Unused Flex:**

Any unused flex carries over from semester to semester and from year to year. However, any Flex remaining on a student's account will be forfeited upon graduation or if the meal plan holder is not enrolled at LHU during the subsequent Fall Semester. Flex is unavailable during Summer sessions. No refunds of Flex will be issued.

### **Check Your Flex Balance:**

Students are able to check their flex balance by inquiring any cashier, or students can log into their CampusDish website account. For more information on checking your flex balance, please visit the LHU Dining Services Website by [clicking here](#).

### **Additional Questions:**

Students with additional meal plan questions can contact the Student & Residence Life Office by calling 570-484-2317 or by visiting at 219 Ulmer.

Students with additional flex questions can contact the Student Accounts Office by calling 570-484-2425, by emailing [stuacct@lhup.edu](mailto:stuacct@lhup.edu), or by visiting us at 224A Ulmer.