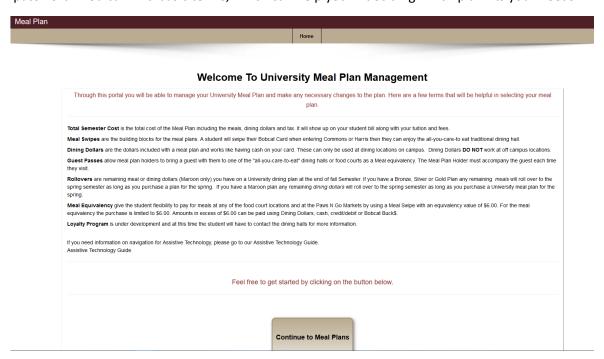
Meal Plan Portal Instructions

1. Here you will see the home page for the New Meal Plan Portal once you have logged in with your Net ID and password. You can find basic terms, which can help you in deciding which plan fits your needs.



2. After clicking on the "Continue to Meal Plans" button, you will reach the Meal Plan Selection Page. Click on the + next to each meal plan category to expand and see the selections within each category.

On-Campus Residents

You will have to select a meal plan for Fall 2020 by midnight on July 24, 2020; otherwise a **Silver 1 Option** meal plan will automatically be assigned to your account.

Off-Campus Residents

You can only add a university meal plan until the 12th class day (September 9, 2020)! The only option beyond that date is to add a commuter meal plan at Dine on Campus. Cancellations after the 12th class day will have to be done through an email request toIDServices@txstate.edu.

Faculty/Staff

Not eligible to purchase a university meal plan, however a commuter plan can be purchased at Dine on Campus.

Important Dates

Any changes made to your meal plan between June 1 to August 16, 2020 will be without any additional charges.

Any changes made between August 17 to September 9, 2020 will be prorated and go in at a reduced rate.

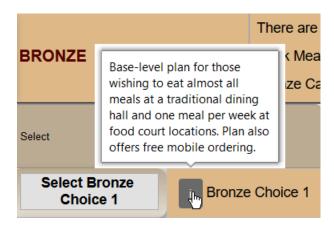
There are no changes allowed beyond the 12th class day (September 9, 2020).

Click the + next to each item in order to expand and read about the benefits associated with each plan type.

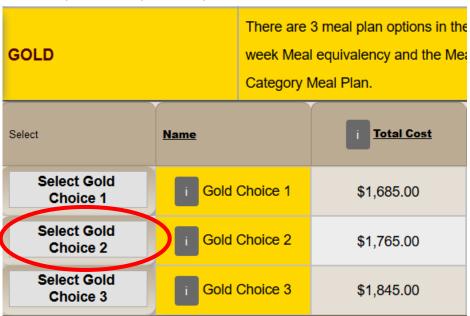
For specific questions related to meal plans please find additional information on our FAQ's page or reach a member of the ID Services team via phone at 512-245-2297 or email IDServices@txstate.edu.



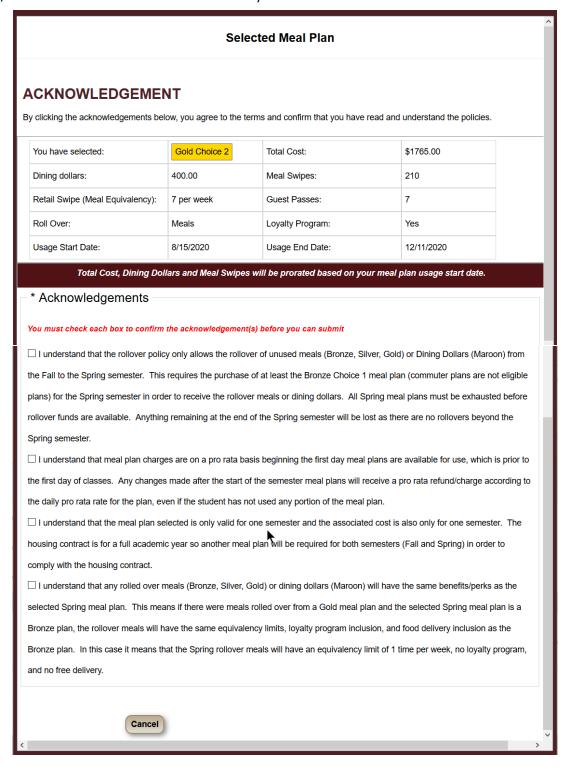
3. You can click on any dark grey "i" to get additional information for that item.



4. Once you are ready to make your selection, click on the "Select..." button next to your meal plan choice.

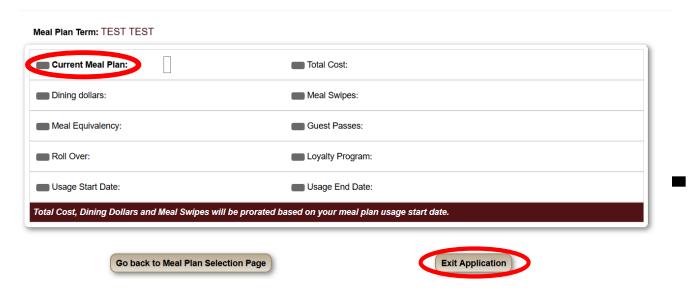


5. Displayed at the top is a summary of the plan information, while policy acknowledgements regarding the meal plan are located below. All acknowledgements must be read and checked before the portal will allow you to view/click the submit button which will finalize your selection.



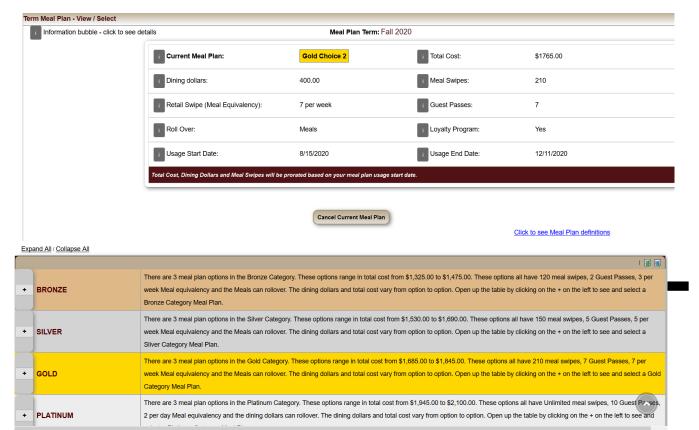
- 6. Once you acknowledge each policy and click the submit button, you will be asked to confirm your wish to submit the selected plan. Click "OK" to submit or "Cancel" to return to the acknowledgement page.
- 7. If you submit the selection, you should receive the message below, indication your selection was successful.

Meal Plan Selection Confirmation



- 8. If you are finished you can "Exit Application" in the bottom right of the screen. This will log you out.
- 9. If you need to make another selection, you can click on the "Go back to to Meal Plan Selection Page" button to be taken back to the Meal Plan Selection Page.

If you do go to the Meal Plan Selection Page, it will display your current meal plan at the top of the page. Select below that are the choices you can choose from if you need to make a different selection.



10. Once you are satisfied with your selection, you may logout at the top, right, corner of the page.

