

Terms and Conditions

Use and Ownership

The Coyote Card is issued to you to provide select access as a member of the University of South Dakota community, under the following terms and conditions of use. Please read all terms, as these constitute legal obligations between you and the University. Upon first use of your Coyote Card, you are accepting the terms and conditions of USD's Coyote Card program.

Although the card is the property of USD, it is entrusted to you for your convenience while enrolled at the USD. No account should be accessed by anyone other than the intended cardholder. Only the person pictured on the ID card is entitled to spend money from the account or use the card to gain access to USD facilities. Each Cardholder is responsible for ensuring the security and proper use of their Coyote Card. Unauthorized use, alteration or duplication for fraudulent use warrants confiscation and/or disciplinary action. The holder must surrender it upon request.

Do not punch holes or attach key rings to the card, be mindful of the manner in which you store this card. A lost, stolen or damaged card is subject to a replacement fee. Report lost or stolen cards and direct any questions or inquiries regarding this program to the Coyote Card Office, 605-677-5334 or to the University Police Department 605-677-5342.

Lost or Stolen Cards

It is the cardholder's responsibility to protect their Coyote Card ID at all times. If his or her Coyote Card is lost or stolen, the cardholder must report it immediately to the Coyote Card Office, MUC 204B 605-677-5334 and/or University Police Department Davidson Building 605-677-5342. The Coyote Card Office or the University Police Department will deactivate the card. In the event that the loss is not reported to the appropriate officials, the university will not be responsible for any losses incurred during that time. Any monies unlawfully used from the lost or stolen card will not be reimbursed if the Coyote Card office and University Police Department are not notified immediately. It is the responsibility of the cardholder to manage all monies and transactions on the card.

Suspend a lost or stolen card online by going to www.usd.edu/coyotecard and clicking on, "[Log in to My Card Account.](#)"

Found Cards

Found Cards should be returned to the Coyote Card Office MUC 204B or to the University Police Department if it is after normal business hours. The Coyote Card Office will contact the owner of the card to notify them that their card has been found.

Coyote Cash

Coyote Cash reimbursements – Coyote Cash participants may receive a reimbursement if they have a balance of \$10.00 or more. Students requesting a refund may obtain a refund by completing a refund request form and a W-9.

Coyote Cash Refunds with a balance must be requested. All balances greater than \$10.00 will be returned once the request has been made. If you have less than \$10.00 remaining on your card,

we will not issue a refund but encourage you to spend the balance out. All debts on the participant's student account must be satisfied prior to a refund check being processed. Any negative Coyote Cash account balances will be charged to the participant's student account (all students) or billed directly to the participant (faculty and staff).

Service Charge

No service charges are assessed for active Coyote Cash accounts. However, accounts inactive for twelve months or more are assessed a monthly service charge. If the service charge exceeds the account balance, the account is automatically closed.

Door Access

Cardholders may be held responsible for any unauthorized access to doors by individuals not named on the card.

Replacement

Cardholders will pay a non-refundable replacement fee for lost or stolen Coyote Cards. The replacement fee also refers to Coyote Cards that need to be replaced due to damage. The replacement fee will require a payment agreement prior to card reissuance.

Change of Name or Enrollment Status

Coyote Cards will be replaced free of charge for cardholders that have legally changed their name or change enrollment status from "undergraduate" to "graduate student". The name change must be processed first through the University. Proper documentation must be presented.

Changes to Terms

Future changes in terms and conditions regulating use of this card will apply to all cards in circulation and use at that time and will supersede the terms and conditions in effect at the time the card was acquired. USD reserves the right to change any of the aforementioned policies without notice.

Private Data Protection

When Coyote Cards are issued, the cardholder's photo is stored in the ID card database. USD regards all personal identification information as confidential. This data will not be released outside the University unless it is in response to a subpoena or other legal process.

Campus Dining Flex Plans

All meal plans purchased for use in Campus Dining locations are intended for the personal use of the owner of the account or plan only and are non-transferable. The meal plans cannot be used as a gift card or gift certificate.

Flex Dollar Plans are non-refundable and expire on the last day of each spring semester. Block Meal Plans are non-refundable and non-transferable and will expire on the last day of each semester.