

# UConn Dining Services To-Go Meal Request

To-Go meals are available when a student has a valid conflict with available mealtimes.

If you need to pick up your to-go meal prior to our 7:00 a.m. opening, we can accommodate you as early as 6:00 a.m. Please see the dining hall manager to make 6:00 am pick up arrangements. To-go meals can also be made available to you the night before if you leave campus before 6:00 a.m. If picking up the night before is more convenient, please remember your to-go meal must be refrigerated overnight.

## Criteria for to-go meal:

1. A student must have the Ultimate, Value, or Custom meal plan
2. A student's conflict must be justified by a class schedule that would make it impossible to dine in any of our resident dining facilities. This must be validated by attaching a class schedule that will be verified with the Registrar's Office. If you have a combination of class and work schedule conflicts, you will need to attach a class and work schedule. You will also need to have your employer sign the attached form.
3. Student's that are leaving campus due to an internship program or off campus employment may pick up a to-go meal. Verification must be signed by your employer.
4. Students that are taking classes and commuting from the Storrs campus to either the Avery Point or Hartford campuses are eligible for to-go meals. A copy of your Avery Point/ Hartford class schedule must be attached to this form.
5. The filled out form (with necessary attachments) can be returned to Wade Hall, at 3384 Towers Loop Rd, Storrs, emailed to [dining.services@uconn.edu](mailto:dining.services@uconn.edu) (please put To Go Meal Request in the subject line).

## The Process Once You Are Approved:

Once approved, forms are sent directly to the dining hall manager so they can contact you to confirm/work out the details. If you need to pick up your meal prior to our 7:00am opening, we can accommodate you as early as 6:00am. Meals can also be picked up the night before if you leave campus before 6:00am. If picking up the night before is more convenient, please remember your bag meal must be refrigerated overnight.

If you are coming to the dining hall during normal hours of operation, you must tell the staff member at the swipe in station that you are part of the bag meal program. They will tap your ID card, and this will deduct from a set number of meals that is established by your schedule. The staff member will provide you with a to-go container. A member of the dining hall management team can assist you with additional items for your meal, such as bagged chips, bottled water, etc. Only cold items (i.e. salads, deli sandwiches) are recommended as they are best suited for travel. For safety reasons, hot food is not recommended.

# UConn Dining Services To-Go Meal Request

Date: \_\_\_\_\_ Semester: \_\_\_\_\_

Full Name: \_\_\_\_\_

PeopleSoft #: \_\_\_\_\_ Phone #: \_\_\_\_\_

Email Address: \_\_\_\_\_

STORRS Campus Address: \_\_\_\_\_

Major: \_\_\_\_\_

Reason for To-Go Meals: (please circle one)

INTERNSHIP    EMPLOYMENT    MEDICAL    AVERY POINT    HARTFORD

## PICK UP INFORMATION

Preferred Dining Hall: \_\_\_\_\_

Time of pick up: \_\_\_\_\_ (Circle One: Are you picking up **Night Before** or **Day Of**)

*If picking up the night before, please remember your to-go meal must be refrigerated overnight.*

## MEALS REQUESTED

**\*\* A class schedule must be attached for any To-go Meal Request Form \*\***

Date To-go Meals Start: \_\_\_\_\_ Date To-go Meals End: \_\_\_\_\_

Meals Needed: (please check all meals needed per day)

MONDAY:            ☐ Breakfast            ☐ Lunch            ☐ Dinner

TUESDAY:            ☐ Breakfast            ☐ Lunch            ☐ Dinner

WEDNESDAY:            ☐ Breakfast            ☐ Lunch            ☐ Dinner

THURSDAY:            ☐ Breakfast            ☐ Lunch            ☐ Dinner

FRIDAY:            ☐ Breakfast            ☐ Lunch            ☐ Dinner

Dining Hall Manager Signature (required) \_\_\_\_\_ Date: \_\_\_\_\_

Employer Signature (if applicable) \_\_\_\_\_ Date: \_\_\_\_\_