



*Immaculata  
University  
One Card  
Services*

**Room #7 Nazareth Hall  
610-647-4400 Ext.3600**

## ***One Card Mission Statement***

The mission of the Immaculata University One Card Office is to provide the entire Immaculata community with a one card solution to university systems and services. Our goal of service incorporates professional staff, utilizing state of the art technology to support the auxiliary services provided by the university. This service commitment encompasses life safety issues, vending, meal plans, campus bookstore, and in the future, off campus card usage at participating vendors.

### **Office Contact Numbers**

**Business Office:** Terrace Villa  
Maria Hall ext. 3052 Monday-Friday  
8:30AM-4:00PM

**Dining Services:** 1st Floor,  
Nazareth Hall ext. 3042

**Barnes & Noble Bookstore:**  
Terrace Good Counsel Hall ext. 3090

**Student Development &  
Engagement:** Terrace DeChantal  
Hall ext. 3130

**Safety & Protection:** Terrace  
Lourdes Hall ext. 5555

## ***Services***

Cardholders may use their ID card to purchase items from vending machines, the Dining Hall, After Hours (Java City), Open Door and Barnes & Noble Bookstore (on campus only). You may add money to your One Card declining balance during regular business hours at the Business Office. At this time money may not be added to your One Card via SSIU.

At the end of each academic year, any money remaining on your One Card declining balance will be applied to your student account and refunded to you. Balances less than \$5.00 are non-refundable. Questions regarding refunds should be directed to the Business Office.

## ***Vending***

The vending machines are located throughout campus for your convenience. Please follow the directions at the vending machine to properly swipe your ID card. Questions or concerns regarding items not received should be directed to Dining Services.

## ***Building Access***

The ID card may be used for access to administrative and residential buildings. Building access is determined by means of university status. If you have additional questions regarding building access, contact the One Card Office at ext. 3600

## ***Meal Plans***

Each meal plan comes with a pre-determined amount of *i*-points that can be spent at all dining locations on campus. The meal plan exchange allows you to use a meal swipe good for a \$4.00 credit at the Open Door. The credit can be used 11:30AM-3:00PM for lunch. The credit is available Monday-Friday. *i*-points should be used by the end of the academic year because their value is non-refundable. Questions or concerns regarding your meal plan should be directed to Student Development and Engagement.

## ***Bookstore***

Purchases can be made at the Bookstore on campus. The value of returned purchases is credited to your One Card declining balance. Questions regarding returns should be directed to the Business Office.

## ***One Card Office Hours of Operation***

Monday and Wednesday  
8:00AM-11:30AM & 12:30PM-8:00PM

Tuesday and Thursday  
8:00AM-11:30AM & 12:30PM-6:00PM

Friday 8:00AM-11:30AM &  
12:30PM-4:00PM

Saturday– Groups by appointment only