

STONEHILL COLLEGE

July 2013

Dear Stonehill Families,

I am writing to invite you to take advantage of *The Hill Card*, Stonehill College's multifunctional ID card. *The Hill Card* is our electronic cash card, similar to a debit card, and can be used both on campus and at a number of off-campus locations.

There are **three accounts** on *the Hill Card*. The Resident **Meal Plan Account** is for Dining Services only, and a \$50 **Food Flex Account** can be used at participating off-campus restaurants and the on-campus Dunkin' Donuts. Funding for both of these accounts is covered by your room and board payment and meal plan selection. The optional third account is the **Hill Dollars Account**, which can be used for discretionary on or off-campus services, such as books and supplies at the Bookstore, fees at the Student Accounts Office and Library, supplies at CVS, meals at area restaurants, tickets at the Commons Information Desk, and drinks and snacks from Dunkin Donuts and vending machines.

The easiest way to deposit money into your Hill Dollars Account is by going to <http://stonehill.managemyid.com> and signing up for an account. This will allow you to see all plan balances as well as any transactions in any Hill Card account. As *The Hill Card* is the student ID card, there is no additional card to activate. Since you can make purchases with the card but cannot get actual cash, it's a safe, fast, and easy way to ensure money is available for your campus life needs. In addition, all Hill Dollars are 100% refundable. Therefore, all the money will stay in your account at Stonehill and you can request a refund of this money at any time.

The amount you would like to deposit on the card is completely up to you. The following are some suggestions; however, you set the amount you want: Bookstore (\$600), photocopying (\$10), local campus events (\$150 - theatre, dances, etc.), participating off-campus locations (\$200), and miscellaneous (\$50 - vending machines, mail services, library fees, fines, etc.).

Parents and students can use our online tool, ManageMyID, to add money by credit card and monitor Hill Card activity. You can do this by going to <http://stonehill.managemyid.com> and signing up for an account.

Have a happy, healthy, and productive summer. We look forward to seeing you in the fall.

Sincerely,

Gregory J. Wolfe
Business Manager
Stonehill College

The Hill Card: It's more than a Student ID

1. **Where can I use the *Hill Card*?**

The *Hill Card* can be used at a number of on and off campus locations. For a complete list of locations, go to www.stonehill.edu/hillcard.

2. **Can I get cash using my *Hill Card*?**

Sorry, NO! The *Hill Card*, like your Dining Services plan, is designed for ease of purchase and security. No cash exchanges are connected to the *Hill Card*.

3. **Can my friends use my *Hill Card*?**

Your friends cannot use your *Hill Card*; however, you can make purchases for visiting friends using your card.

4. **How do I get my balance?**

Any time you have a transaction that has a receipt (Bookstore, Dining Services, Student Accounts) you will see your vending account balance on your receipt. The easiest way, however, is to create an account at <http://stonehill.managemyid.com>, which will allow you to view all your transactions.

5. **What should I do if my card does not work?**

If for any reason your card does not work, bring it to Campus Police so your card can be evaluated for any problems.

6. **Can I use my *Hill Card* at the Dining Commons?**

Yes. You can use your *Hill Card* at any on campus dining venue, including the Roche Dining Commons, Holy Cross Center and The Hill. When your **Meal Plan Account** runs out, purchases will default to your **Food Flex Account**, a **\$50** account added to your meal plan for optional off-campus dining. When both Meal Plan and Food Flex Accounts run out, all purchases will default to your **Hill Dollars Account**.

7. **What do I do if I lose my *Hill Card*?**

Go to your ManageMyID account and report the card as lost or stolen, or if you can't get online, contact Campus Police at (508)565-5555 immediately and report it missing. At that point, your card will be deactivated and unusable and you will be charged a \$25 replacement fee for a new card. Please know that until you report the card lost or stolen, you are responsible for any loss of funds from your *Hill Card*.

8. **How can I put money on my *Hill Card*?**

You can add funds by credit or debit card at <http://stonehill.managemyid.com>.

For any additional questions please contact The Purchasing Office during regular business hours
Monday – Friday from 8:30am to 4:30pm
via e-mail: hillcard@stonehill.edu
or via phone: (508)565-1357