Accessing Meals for Students Not Cleared to Utilize Campus Facilities

Updated October 5, 2020

Policy:

If a student is not cleared to utilize campus facilities as a result of the University of Delaware Daily Health Check, the student may arrange to have a meal prepared at Pencader Dining Hall and picked up by an authorized roommate, friend or UD staff member.

To order a meal:

The student must contact a dining hall manager to request a boxed meal.

- Orders with **more than 6 hours notice may be emailed** to the dining hall using the order form on page 3.

  **Pencader Dining Hall**
  pencaderdininghall@udel.edu

- Orders with **less than 6 hours notice must be called** into the dining hall.

  **Pencader Dining Hall**
  (302) 831-1458

The following information must be provided when ordering:

- Student’s name, UD ID number, phone number and residence hall
- Special needs regarding food allergies, gluten intolerances, dietary restrictions, etc.
- Menu selection from [Pencader Dining Hall’s menu](#)
- Name and phone number of the student or UD staff member authorized to pick up the meal
- Pick up date(s) and time(s)
- Method of payment, i.e. meals, points or Flex
- A copy of student’s [Daily Symptom Checker Results](#), including name and date
To pick up a meal:

Meals should be picked up at Pencader Dining Hall’s Express To Go using the Terrace Entrance. The student or UD staff member picking up the boxed meal will need to present the following:

- Their Daily Symptom Checker Results, including name and date
- Their valid UD ID

Payment methods:

One meal (or equivalent amount utilizing points or Flex) will be deducted from the student’s meal plan. This includes meals ordered but not picked up.

- Breakfast: $8.55
- Lunch: $12.05
- Brunch: $12.35
- Dinner: $14.35
### Accessing Meals for Students Not Cleared to Utilize Campus Facilities

#### Order Form

<table>
<thead>
<tr>
<th>Field</th>
<th>Information</th>
</tr>
</thead>
<tbody>
<tr>
<td>Student’s Name:</td>
<td>Date:</td>
</tr>
<tr>
<td>UD ID Number:</td>
<td></td>
</tr>
<tr>
<td>Phone Number:</td>
<td>Residence Hall:</td>
</tr>
<tr>
<td>Name of Student or UD Staff Member Authorized to Pick up Meal &amp; Phone Number:</td>
<td></td>
</tr>
<tr>
<td>Special Needs, Food Allergies, Gluten Intolerances and/or Dietary Restrictions:</td>
<td></td>
</tr>
<tr>
<td>Method of Payment (circle one): Meals Points Flex</td>
<td></td>
</tr>
<tr>
<td>Breakfast Pick up Date:</td>
<td>Pick up Time:</td>
</tr>
<tr>
<td>Menu Selection:</td>
<td></td>
</tr>
<tr>
<td>Lunch Pick up Date:</td>
<td>Pick up Time:</td>
</tr>
<tr>
<td>Menu Selection:</td>
<td></td>
</tr>
<tr>
<td>Dinner Pick up Date:</td>
<td>Pick up Time:</td>
</tr>
<tr>
<td>Menu Selection:</td>
<td></td>
</tr>
</tbody>
</table>

**OFFICE USE ONLY:**

- Student’s UD ID Number Charged
- Authorized Student or UD Staff UD ID Check
- Daily Symptom Checker Results