Eastern Express$ card

Expedit your life.
THE EASTERN EXPRE$$ CARD
Your Eastern Identification Card and much more!

- Eastern Identification Card
- Off-Campus Debit Card
- Meal Plan Card
- On-Campus Debit Card
- University Library Card
- Sports/Fitness Center Access Card

How to obtain an Eastern EXPRE$$ CARD
- Visit the Card Services Office, Monday-Friday, 9 a.m.-4 p.m.
  Wood Support Services Center, second floor

Bring the following with you:
- Proof of registration at Eastern (copy of class schedule)
- Photo Identification Card (driver’s license, passport, military ID)

Use the EXPRE$$ CASH Account to:
- Make purchases at the Eastern Bookstore.
- Make purchases at on-campus food service locations.
- Make purchases at vending machines on-campus.
- Make purchases at participating off-campus locations.
- Pay for laundry machines in residence halls.
- Pay for book replacement fees & late fines at the Library.
- Pay for printing and copying on-campus.
- Pay for vaccinations & prescriptions at Health Services.
- Pay for on-campus activities and events.
- Pay for replacement Eastern EXPRE$$ CARDS & Electronic Access FOBs at Card Services.

Benefits of the Eastern EXPRE$$ CARD:
- Budgeting - Utilize the EXPRE$$ CASH Account to establish a monthly/semester budget.
- Convenience - Everything is available on one card. No need to carry cash around campus.
- Protection - A debt free alternative to a credit card. Only spend what is available on the card.
- Security - Purchases are limited to university approved locations and cannot be used to purchase alcohol or tobacco. EXPRE$$ CARDS have an identifying picture and can be deactivated quickly via web or mobile app. Our Online Card Office is PCI compliant.
- Speed - All deposits are available immediately on the card. Lines at registers are expedited when the Eastern EXPRE$$ CARD is used. No change to issue or separate credit card transaction to process.
Your EXPRE$$ CASH Account works like a debit card for on and off-campus purchases. EXPRE$$ CASH is equivalent to dollars. Just present your card when making a purchase at participating locations and the amount will be deducted from your EXPRE$$ CASH Account. All Eastern EXPRE$$ CARDs have an EXPRE$$ CASH Account. You can choose to deposit funds into the account. By making a deposit into an EXPRE$$ CASH Account you agree to the Terms & Conditions which can be found online at expresscard.easternct.edu. Please visit our website for detailed information.

How The EXPRE$$ CASH Account Works

Ways to Make an EXPRE$$ CASH deposit:

Online Card Office - expresscard.easternct.edu
◆ MasterCard, Visa & Discover debit and credit card deposits can be made online through our PCI compliant website. There is a convenience fee charge for online EXPRE$$ CASH deposits.
◆ The user name and password are the same as your university computer login credentials.
◆ View transactions, check account balances, meal plan usage and deactivate a lost or stolen card.

Guest Deposit Portal - Online Card Office - expresscard.easternct.edu
◆ A friend or family member can make a deposit through the Guest Portal.
◆ All that is needed is your first name, last name and Eastern ID number.
◆ They cannot view transactions, see balances or deactivate your card.

eAccounts Mobile Device App
◆ Download the eAccounts app through your Mobile Device App Store.
◆ Once payment options have been saved through the Online Card Office you can make EXPRE$$ CASH deposits right from your phone (fee applies).
◆ View transactions, check account balances, meal plan usage and deactivate a lost/stolen card.

Mail In Check & Money Order Deposit - Eastern Connecticut State University
Card Services, 83 Windham St., Willimantic, CT 06226
◆ Complete the EXPRE$$ CASH Deposit Slip which can be found below.
◆ Please send check or money order with the EXPRE$$ CASH Deposit Slip to:
Eastern Connecticut State University, Card Services, 83 Windham St., Willimantic, CT 06226

Visit the Card Services Office - Wood Support Services Center, second floor
Monday - Friday, 9 a.m. - 4 p.m.
◆ Card Services accepts check and money order deposits at the service window.

Cash-to-Card Machines - Smith Library, copy area & Student Center, copy area by info. desk.
◆ Make cash deposits through the Cash-to-Card Machine.
◆ Directions are displayed on the machine. ◆ Funds are available for immediate use.
To deposit funds into the EXPRE$$ CASH Account with a money order or check, please fill out this deposit slip and mail to:
Card Services Office, Eastern Connecticut State University, 83 Windham Street, Willimantic, CT 06226.

By making a deposit into an EXPRE$$ CASH Account you agree to the Account Terms & Conditions which can be found online at expresscard.easternct.edu.

Money Order                   Check #_______________
□                     □

payable to: Eastern Connecticut State University
Please do not send cash.

MasterCard, Visa and Discover debit and credit card deposits can be made through our secure PCI compliant Online Card Office at expresscard.easternct.edu. The Guest Portal requires student's first and last name and Eastern ID number. There is a convenience fee for debit and credit card EXPRE$$ CASH deposits.

EXPRE$$ CASH DEPOSIT SLIP

Eastern ID Number          Date

EXPRE$$ CASH Account

Amount

Holder Name (Student)

EXPRESS CASH Balance

Dining Dollars Balance

Date       Initials

OFFICE USE ONLY
EXPRESS$ CASH Account Information

- Deposits made to an EXPRESS$ CASH Account cannot be withdrawn as cash.
- Account Statements can be obtained through the Online Card Office at expresscard.easternct.edu.
- University tuition and fees cannot be paid with the Eastern EXPRESS$ CARD.
- EXPRESS$ CASH will carry over from semester to semester and year to year.
- Graduating and withdrawing students should request a refund at the Card Services Office.
- Any balance over $5 will be refunded. If outstanding University charges exist, any remaining EXPRESS$ CASH balance will be applied to these charges first.

Ways to Deactivate a Lost / Stolen Eastern EXPRESS$ CARD:
1) Online Card Office - expresscard.easternct.edu
2) eAccounts Mobile Device App
User name & password is the same as your campus computer login credentials. Select Lost Card from the menu.
3) Call or Visit Card Services - Monday - Friday, 9 a.m. to 4 p.m., (860) 465-5060, Wood Support Services Center, 2nd floor.
   A new EXPRESS$ CARD can be obtained at Card Services (fee applies).

Electronic Access FOBs - Residence Halls
All Residence Halls are equipped with electronic access locks. Students use an electronic key called a FOB to gain access to their assigned hall. All students living on-campus are issued a FOB and need to keep that same FOB for the time they are living on-campus. If housing assignments change the access is updated electronically. Exterior door FOBs are replaced at Card Services (fee applies). Replacement bedroom FOBs for Constitution, Laurel, Nutmeg and replacement suite FOBs for Occum are issued through each hall’s office (fee applies).

Printing Funds - Copiers & Printers
The University adds $20 in Printing Funds each semester to student’s Eastern EXPRESS$ CARD for copying and printing on-campus. Any Printing Funds remaining at the end of the fall semester will rollover to the spring semester. Any funds remaining at the end of the academic year will zero out in August. Printing Funds have no cash value and can only be used for copying and printing. If Printing Funds are depleted, please deposit funds into your EXPRESS$ CASH Account to continue copying and printing using your Eastern EXPRESS$ CARD.

Save five cents a page when you use your EXPRESS$ CARD at copiers & printers.
**EXPRE$$ CASH is accepted at these on-campus locations.**

**Card Services - 228 Wood Support Services Center**
Pay for replacement Eastern EXPRE$$ CARDs and Electronic Access FOBs.

**Copiers & Printers - All Over Campus**
Most copiers and printers on campus accept EXPRE$$ CASH and/or Printing Funds (see Printing Funds). Save five cents a page.

**Eastern Bookstore - Student Center**
Purchase your textbooks, apparel, notebooks, gifts, food, computer supplies and more. Just let the cashier know you will be using your EXPRE$$ CARD.

**Fund-raising - All Over Campus**
Help support student sponsored fund-raising events. Student Clubs can sign out an EXPRE$$ CARD Reader to be able to accept EXPRE$$ CASH at their event. Visit expresscard.easternct.edu to learn how to reserve a reader.

**Health Services - Birch Street**
Pay for vaccinations and prescriptions at Heath Services.

**J. Eugene Smith Library - Eastern Road**
Pay for book replacement fees and late fines at the circulation desk.

**Laundry Machines - Residence Halls**
Pay for washers and dryers. You never have to worry about finding quarters. While on campus, visit laundryview.com to check machine availability and more.

**Student Activities - Student Center Information Desk**
Pay for campus activities, concerts and events at the Student Center information desk.

**Vending Machines - All Over Campus**
Purchase beverages and snacks. A credit amount will show on the reader but only the purchase price will be deducted from your EXPRE$$ CASH.
Dining Dollars and EXPRE$$ CASH are accepted at these on-campus dining services locations.

**Food Court - Student Center**
We Proudly Brew Starbucks espresso drinks and coffee at Campus Perks Café which features in-house made bake goods and fresh fruit smoothies. At Create, salads are made to order with a variety of fresh produce. Windham Street Subs offers handcrafted deli sandwiches made with high quality meats on wraps, rolls and breads. Grill Nation features breakfast sandwiches, hamburgers, grilled sandwiches, french fries and chicken tenders. Build Pizza features made-to-order pizzas that are customized to your liking. Chef’s Table is a weekly rotating concept that offers different regional cuisines which include: Asian, Mediterranean, Italian, Fresh-Mex and American. The Food Court accepts cash, Dining Dollars, EXPRE$$ CASH, debit and credit cards.
**Hours of Operation:** Monday - Friday 7:30 am. - 10:30 pm / Saturday - Sunday 12 pm - 9:30 pm

**Hurley Food Court - Hurley Hall**
Hurley Food Court is our all-you-can-eat main dining facility. This location offers exhibition cooking, oven fresh pizza, a salad/deli bar which includes: lentils, cold pastas, potato salads and fruit salads. There are specialty stations featuring cereals, breads, desserts, ice creams, soups, gluten-free and vegan selections, an all-day breakfast and sauté station. Hot entrees are served daily and our grill offers hamburgers, veggie burgers and grilled cheese sandwiches. Present your Eastern EXPRE$$ CARD to use your meal plan, Dining Dollars or EXPRE$$ CASH. Hurley Food Court also accepts cash but not debit or credit cards.
**Hours of Operation:** Monday - Friday 7:15 am - 8 pm / Saturday - Sunday 9 am - 2 pm / 5 pm - 8 pm

**Library Café - J. Eugene Smith Library**
The Library Café offers Green Mountain coffee, panini sandwiches, Au Bon Pain soups, as well as On-the-Go salads, snack cups, sandwiches, prepared meals and a wide variety of cold beverages. This location accepts cash, Dining Dollars, EXPRE$$ CASH, debit and credit cards.
**Hours of Operation:** Monday - Thursday 7:30 am - 6 pm / Friday 7:30 am - 1 pm / Sat. - Sun. Closed

**Shafer Café - Shafer Hall**
The Shafer Café features coffee, espresso drinks, sandwiches, salads, snack cups, soup, baked goods and a variety of cold beverages. The Shafer Café accepts cash, Dining Dollars, EXPRE$$ CASH, debit and credit cards.
**Hours of Operation:** Monday - Friday 7:30 am - 10:30 am / Saturday - Sunday Closed

Please see the Dining Services Brochure for additional information.
Dining Services location hours are subject to change.
EXPRESS CASH is accepted at these off-campus merchant locations.

Present your Eastern EXPRESS CARD when visiting these locations. If you are calling for take out, please give the merchant your Eastern ID number and access number. Your access number is the last 4 digits of your Social Security Number and the number of cards you have been issued. (Your first card is 01, your second card is 02, etc.) Example: Your Eastern ID number is 10123456, the last 4 digits of your SSN is 7788, and this is your second ID card.

You would give the merchant this 14 digit number: 10123456778802. If you need help, please call Card Services at (860) 465-5060.

Download the mobile device app eAccounts or go to expresscard.easternct.edu to make deposits, view transactions, check balances, meal plan usage and deactivate a lost or stolen Eastern EXPRESS CARD.