



UNIVERSITY OF  
SOUTHERN CALIFORNIA

## USCARD AGREEMENT

LAST NAME

FIRST NAME

M.I.

- STUDENT
- GRADUATE STUDENT
- FACULTY/STAFF
- IMP/OTHER
- PROX

USC ID #

EMPLOYEE #

SIGNATURE \_\_\_\_\_

DATE

I hereby acknowledge acceptance of the terms and conditions stated below and certify that the id number shown above is mine.

### USCARD TERMS AND CONDITIONS

#### A. GENERAL TERMS

1. This agreement is executed between the individual named above ("the cardholder") and the University of Southern California.
2. This agreement shall be for the length of time the cardholder is enrolled/employed at the University of Southern California. This agreement is administered by the USCard Office of USC Financial and Business Services.
3. The cardholder's identification card (USCard) is the instrument used to access the Campus-Wide ID system. An individual's USC ID is, and shall remain, the property of the USCard Office.
4. Should the cardholder's USCard be lost, stolen, or damaged, this fact must be reported to the USCard Office immediately. Visit [www.usc.edu/uscard](http://www.usc.edu/uscard) to immediately deactivate your card. A fee will be charged for replacement of lost, stolen or damaged cards.
5. USC shall not be liable for any loss, cost, damage or expense, whether physical, financial, or psychological or otherwise, suffered or incurred by the cardholder in connection with, or in any way relating to the use or attempted use of the cardholder's USCard by the cardholder or any other third party.

#### B. OPTIONAL DEBIT PLANS:

1. The University reserves the right to determine hours of operation and the products and services available for purchase with an optional debit account.
2. A debit plan account is non-transferrable to another individual's account.
3. Refunds may be requested upon graduation, transfer or withdrawal from the University.
4. If the cardholder's ID card is lost or stolen, this fact should be reported immediately. The cardholder will be responsible for all charges to the card until the card is reported missing. Visit [www.usc.edu/uscard](http://www.usc.edu/uscard) to immediately deactivate your USCard.
5. The University may declare an account invalid if there have been no transactions for a period of 12 months and the cardholder is not currently enrolled/employed at USC.
6. Additional terms and conditions of use are available in the USCard Billing Rights and Terms of Disclosure at [www.usc.edu/uscard](http://www.usc.edu/uscard).

#### FOR OFFICE USE ONLY

CSR INITIALS \_\_\_\_\_ ISSUE NUMBER \_\_\_\_\_ VIANET \_\_\_\_\_ LENEL \_\_\_\_\_ OPTIM \_\_\_\_\_

PAYMENT METHOD: Check \_\_\_\_\_ Discretionary \_\_\_\_\_ Credit Card \_\_\_\_\_ Requisition \_\_\_\_\_ Cash \_\_\_\_\_

DATE \_\_\_\_\_