

**COASTAL CAROLINA UNIVERSITY  
CINO CASH CARD AGREEMENT AND PHOTO RELEASE**

CINO Card Office, 114 James P. Blanton Circle  
Atheneum Hall, Room 006A  
Conway, SC 29528-6054  
(843) 349-6435

- Student  
 Faculty/Staff

**TERMS AND CONDITIONS:**

**CINO CASH ACCOUNT**

This agreement is executed between the individual (participant) and Coastal Carolina University. By signing this agreement, an on-campus non-interest bearing account is established so that the participant may deposit funds to his/her CINO Cash Card account. The CINO Cash Card is not transferable and shall not be loaned to anyone at anytime. Only one CINO Card, per participant, may be valid at any time. The CINO Cash Card is not to be altered in any way. Unauthorized or misuse of the CINO Cash Card may result in confiscation of the card and or disciplinary action.

**DEPOSIT OF FUNDS**

Participant may deposit funds into his/her account via the internet at [www.coastal.edu/cinocard](http://www.coastal.edu/cinocard) or at the CINO Card Office, on campus, at 114 James P. Blanton Circle, Atheneum Hall, Room 006A, Conway, South Carolina 29526. The terms of this agreement commence when an initial deposit is received.

**FUND AVAILABILITY**

Purchases with these funds are available on campus at dining locations and many non-food locations for products and services. Funds remain active and usable on campus as long as the participant is enrolled or employed by the University. Funds are available for use until the cardholder requests to close the account.

**ACCOUNT CLOSURE**

An account closure request must be submitted in writing to the CINO Card Office at 114 James P. Blanton Circle, Atheneum Hall, Room 006A, Conway, South Carolina 29526. Any remaining funds in the account will be processed and a refund check will be mailed to the participant, at the address on file with the University, within thirty (30) days after the CINO Card Office receives the written account closure request. Coastal Carolina University reserves the right to close any CINO Cash Card account that has been inactive for a period of six (6) months. Refunds for inactive account will be available upon written request for an additional six (6) months.

**DOCUMENTATION OF ACCOUNT ACTIVITY**

At any time, a participant may check their balance, review their transaction history or suspend a lost or stolen card via the internet at [www.coastal.edu/cinocard](http://www.coastal.edu/cinocard). In addition, the remaining balance in the participant's CINO Cash account is displayed at the point-of-sale terminal each time the account is accessed. Occasionally the account balance is not available at a card reader. During these times, the CINO Card Office (during business hours) will provide a balance. The participant can at any time request a statement detailing their Account activity through the CINO Card Office at 114 James P. Blanton Circle, Atheneum Hall, Room 006A, Conway, South Carolina, 29526.

**LIABILITY**

The participant is responsible for all purchases made on lost or stolen CINO Cash Cards. A lost or stolen CINO Cash Card must be immediately reported via the internet at [www.coastal.edu/cinocard](http://www.coastal.edu/cinocard) or in person at the CINO Card Office, 114 James P. Blanton Circle, Atheneum Hall, Room 006A, Conway, South Carolina 29526. Failure to report your card lost may result in unauthorized purchases. Coastal Carolina University is not responsible for any loss due to misuse or fraud of an unreported lost card. Upon Coastal Carolina University being notified of a lost card, the on-campus account will then be suspended.

**ERROR RESOLUTION PROCEDURES**

If a participant believes there is a discrepancy with the participant's on-campus funds, notify the CINO Card Office as soon as possible via the internet at [www.coastal.edu/cinocard](http://www.coastal.edu/cinocard) or in person at the CINO Card Office, 114 James P. Blanton Circle, Atheneum Hall, Room 006A, Conway, South Carolina 29526. Describe the transaction in question and explain as clearly as possible the discrepancy (include date, location and the dollar amount of the transaction). The CINO Card Office will attempt to notify the participant with the results of the account discrepancy review within ten (10) business days. The participant will receive a written explanation within five (5) business days after completion of the account discrepancy review. The participant may ask for documentation used in the review process.

**TERMS AND CONDITIONS**

Participant's use of their CINO Cash Card provides consent to all terms and conditions. Coastal Carolina University may change any or all terms and conditions without sending a written notice to the participant. Changes will be posted at the following website [www.coastal.edu/cinocard](http://www.coastal.edu/cinocard) at least thirty (30) days prior to the effective date of the change. Participant's use of their CINO Cash Card on or after the effective date of the change provides consent to all amended terms and conditions.

**PHOTO RELEASE**

The CINO Card Office has established a guideline that governs the release of your photo for identification purposes. The guideline stipulates that student identification photos will only be released to university departments for campus related business which includes, but is not limited to, production of CCU/CINO identification card, educational purposes such as e-Scholar advisement and class rosters, emergency, public safety, or the release as otherwise authorized by law.

INITIALS \_\_\_\_\_

I, the undersigned participant, certify that I have read, understand and accept all the terms and conditions of this CINO Cash Card Agreement.

Name \_\_\_\_\_  
(Please print)      Last                      First                      MI

ID # \_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_

**PHOTO IDENTIFICATION REQUIRED – For Office Use Only**

The CINO Card office requires all new Students and Faculty/Staff members to show a government issued photo identification card before a CCU/CINO Card can be produced. One of the following types of identification must be presented: US Passport, US Driver's License, US State or Federal issued ID, US Military Card, US Coast Guard Merchant Mariner Card or a Foreign Passport.

Type of Identification Presented: \_\_\_\_\_

Government Issued ID Number: \_\_\_\_\_

Place of Issuance (i.e. SC): \_\_\_\_\_ Issuance Date (if available): \_\_\_\_\_ Expiration Date: \_\_\_\_\_

Verified By: \_\_\_\_\_