



# The Pioneer One-Card

The Pioneer One-Card, or "P-Card", is the Grinnell College campus ID system.

The P-Card is a combined photo identification, building access and declining balance account (Campus Cash) card. The P-Card is required to enter student residence halls, to check out resources from the College Libraries, to attend meals in the Dining Marketplace and more. All students receive a P-Card upon arriving at the College.

The Campus Cash feature of the card works as follows: funds are deposited into an account for each student. As students make purchases on campus, they present their P-Card for payment. The amount of the purchase is deducted automatically from the student's Campus Cash account. Funds are secure and can only be used in approved ways (alcohol and tobacco products can not be purchased using a Pioneer One-Card). Account balances are carried forward to the following semester until graduation or withdrawal from the College. At that time, any remaining balance is refunded with the damage deposit. Account balances cannot be withdrawn as cash.

For your convenience, a list of common college expenditures is listed below. You will want to consider this information as you decide the amount you choose to deposit. Deposits to the Campus Cash account can be made by contacting the Cashier's Office in the John Chrystal Center at 641-269-4100.

For more information about the Pioneer One-Card visit: [www.grinnell.edu/pcard](http://www.grinnell.edu/pcard).

## Where on Campus Can Students Use the Pioneer One-Card?

Bookstore  
The Spencer Grill  
Marketplace  
Campus Vending  
Mailroom  
Laundry Facilities  
Campus Copiers  
College Libraries  
Fitness Center  
Box Office  
Campus Events

### Average College Expenditures per Year

ITEM(S)	AVERAGE EXPENDITURE*	RECOMMENDED RANGE OF DEPOSIT
Textbooks	\$698.00	\$600.00 - \$800.00
Course Supplies	\$75.00	\$60.00 - \$80.00
Food (The Spencer Grill, vending)	\$398.00	\$275.00 - \$425.00
Laundry	\$150.00	\$125.00 - \$175.00
Misc. (photocopies, stamps, )	\$24.00	\$20.00 - \$30.00

\* Expenses for a typical academic year - Fall and Spring combined.

### To Obtain a P-Card:

#### Pioneer One-Card Office

641-269-3661

Joe Rosenfield '25 Center  
1115 8th Ave.  
Grinnell, Iowa 50112

### For Deposits or Billing Inquiries:

#### Cashier's Office

641-269-4100

John Chrystal Center  
1103 Park Street  
Grinnell, Iowa 50112

## Form to Deposit Money Into a Student's Campus Cash Account

Form: May, 2008

Use the form below to deposit money into a student Campus Cash account.

Mail to: Grinnell College Cashier, John Chrystal Center, 1103 Park Street, Grinnell, Iowa 50112-1690  
or Call: Grinnell College Cashier's Office at 641-269-4100 (have your credit card nearby)

Name of Student

Student ID# (if available)

Name of Parent or Guardian

Telephone

Address (of Credit Card Holder)

City

State

Zip

Deposit Amount \$ \_\_\_\_\_

Check enclosed

Charge to my:  American Express  Discover  MasterCard  Visa

Credit card number

CVC # (located on back of credit card)

Card Exp. Date

Print name shown on card (if mailing form)

Signature (if mailing form)

Today's Date

Pioneer One-Card Policies - A complete listing of policies is available at: [www.grinnell.edu/pcard](http://www.grinnell.edu/pcard) or by contacting the Pioneer One-Card Office at 641-269-3661.

### **Terms and Conditions**

By participating in the declining balance (Campus Cash) account option of your Pioneer One-Card, you agree to the following policies. The Campus Cash account is a prepaid, declining balance account. Once your account is activated, you may use the P-Card to pay for purchases at participating campus locations, for the amount of your Campus Cash account balance (some applications have daily limits). You cannot withdraw cash from your Campus Cash account. There is no fee to establish or use the account; the full amount of your deposit will be available on your Campus Cash account. *Additional terms and conditions are available online and from the Pioneer One-Card Office.*

1. This agreement is executed between the participant and Grinnell College. This agreement references Pioneer One-Card, Campus Cash account, which is an option available to Grinnell College students, faculty, staff, and certain Grinnell College affiliates. This agreement is administered for Grinnell College by the Cashier.
2. The address and phone number for the Pioneer One-Card Office is as follows: Pioneer One-Card Office, 1115 8th Ave., Grinnell College, Grinnell, IA 50112, (641)269-3661, FAX (641)269-4650.
3. The term of this agreement will be determined by the participant's College affiliation or status. The term for Student is from the time this agreement and the initial deposit is received by the Cashier until the participant graduates, withdraws, or otherwise severs his/her relationship with the College. The term for Faculty/Staff is from the time this agreement and the initial deposit is received by the Cashier until the Faculty/Staff member terminates employment at Grinnell College. The term for Other Affiliation is from the time this agreement and the initial deposit is received by the Cashier until the participant no longer has college affiliation.
4. Campus Cash deposits are accessible once a deposit (cash, check, VISA, MasterCard, Discover, American Express) is made. Additional deposits may be made at any time by making payment to the Cashier or at the cash value station in the lobby of the Mailroom (Joe Rosenfield '25 Center).
5. Campus Cash accounts are automatically closed at the end of this agreement. The Cashier reserves the right to close any Campus Cash account that has been inactive for a period of twelve (12) months. Refunds on closed accounts may be requested and will be made at the full value of the unused balance, minus a processing fee; refunds will be mailed to the last known address. All debts on the participant's student account must be satisfied prior to a check being processed for a refund. Any negative Campus Cash account balances will be charged to the participant's student account (students) or billed directly to the participant (all others).
6. To minimize potential loss to the participant, unattended locations/applications such as vending, laundry, and photocopiers carry a daily spending limit.
7. The participant's Pioneer One-Card will be the access device for the Campus Cash account. The card must be presented at the time of purchase and shall be the only means of accessing the participant's account.
8. This account is non-transferable. If the card has been loaned to another individual the College may choose to close a cardholder's account. Additional ID may be required to ensure that only the participant uses the account. The participant may be required to sign a receipt for goods.
9. Information regarding the participant's account or transactions may be disclosed to third parties when necessary to complete transactions, when the condition or existence of an account must be verified, to comply with government agency or court orders, or with the participant's written permission.
10. Grinnell College reserves the right to determine hours of operations and pricing for the goods and services available for purchase with this account.
11. A fee will be charged for replacement of lost, stolen, or damaged cards.
12. Lost or stolen Pioneer One-Cards must be reported immediately to the Pioneer One-Card Office (641-269-3661) or Campus Security (641-269-4600) after business hours: Campus Security is open 24 hours a day. If the participant does not inform the P-Card Office about a lost or stolen card, Grinnell College is not responsible for any purchases made with Campus Cash accounts. If the participant informs the P-Card Office within two (2) business days of the loss that their card has been lost or stolen, the participant is liable for up to \$50 in charges to the card if the card was used without permission.
13. Participants may request activity statements from the Cashier. The participant agrees to review this statement promptly upon receipt. If the activity statement reflects transactions which were not made by the participant, the participant must inform the Cashier immediately. The transactions in question will be investigated and a determination sent to the participant within twenty (20) business days.

January, 2009