

PODIUM ACCOUNT INACTIVITY FEE & REFUND POLICY

- Podium balances remain on your SUNYCard while you are a current student or active employee. New deposits will be added to your existing balance and can be made online at any time via [GET: SUNYCard Online Services](#).
- Balances cannot be transferred to other people or accounts (e.g., Munch Money).
- If you are officially leaving the University, you can request a Podium refund up to six (6) months after graduating, withdrawing, or ending employment at the University. Your refund is subject to a \$5 processing fee.
- If you officially leave the University without requesting a refund of your unused Podium balance, you will be charged a monthly inactivity fee of \$20 starting with the seventh (7th) month of successive inactivity. That fee will be deducted from the value of your unused points prior to issuing any refund. The amount of any monthly inactivity fees is not refundable in whole or in part and will not be restored to you even if you later request a refund of your unused points. Your refund is subject to a \$5 processing fee.
- Remaining Podium balances for students or employees who have been inactive for three (3) consecutive years will be forfeited.
- To request a refund, visit the SUNYCard Office (Campus Center B-52). UAS will mail a refund check to your home address.

Additional important information about Podium

- Podium can be spent in many locations on and off campus for dining, vending, bookstore and more, and is subject to NYS sales tax where applicable. For details visit www.albany.edu/uas.
- You cannot withdraw cash from your Podium account.
- You are financially responsible for any fraudulent use of your Podium account, so please keep your SUNYCard secure. If your SUNYCard is lost or stolen, immediately deactivate via [GET: SUNYCard Online Services](#). Once disabled, the account cannot be used for purchases. You need to go to the SUNYCard office to be issued a new card (Campus Center B-52). If you happen to find your card before you are issued a new one, you can reactivate it online via [GET: SUNYCard Online Services](#).

Please contact the SUNYCard Office at sunycard@albany.edu or 518-442-5989 if you have any questions.

