Mills College and AC Transit are pleased to offer you the EasyPass. Your Pass provides unlimited travel on all AC Transit service—both local and transbay. It’s the best way to get to and from campus and around much of the Bay Area. Please keep this Guide for future reference.

**Using Your Pass**
Your Pass is on a Clipper® fare card. Don’t forget to contact Clipper Customer Services, (877) 878-8883 or clippercard.com, to register your Card prior to first use. Each time you board AC Transit, simply “tag” your Card on the Clipper card reader. The “beep” indicates the reader has recognized your Pass. Three beeps indicate your Card has been misread by the reader. Try again. If the Card still doesn’t work, it might be damaged or defective (see the “Help with Your Card” section of this Guide).

**Pass Validity**
As long as you are a Mills College student, your Pass will be automatically renewed on your Card each semester (one week before until one week after the start of the Fall and Spring semester). Enrolled Spring semester student Passes are valid through the summer. Check the EasyPass web links at mills.edu/easypass for specific dates.

If you are no longer eligible for an EasyPass, you can still use your Clipper card—just add value or other fare media. The Pass will be deactivated from your Card, however.
Also, keep in mind that it will take between seven to fourteen business days to get your replacement card. Contact your Mills College EasyPass Site Coordinator to receive temporary AC Transit tickets to use if you haven’t received your new Card within fourteen days. There aren’t any refunds for fares that you pay while waiting for your replacement card to arrive.

About Clipper
Clipper is the all-in-one transit card for the Bay Area. You can add any combination of cash value, monthly passes or commute vouchers to access Bay Area transit. Simply tag your card on the Clipper card reader and ride. Clipper will determine the best way to pay the fare based on the transit mode you’re on and the available fare products on your card. Register your card to keep your balances safe, and add passes or value at a Clipper retailer or BART station. For more information about using Clipper, go to clippercard.com or call Clipper Customer Services at (877) 878-8883. To quickly get a list of Clipper retail vendors, visit actransit.org and click on the “Clipper Retail Vendors” graphic.

AC Transit EasyPass Rules
Your Pass allows you to ride on any AC Transit service—local or transbay. However, there are a few rules:

• The Pass is valid only for the person identified on your Clipper Card. Do not sell or share your Pass.
• The Pass is not transferable or refundable, and will be revoked if used by anyone else.
• The Pass must be validated for each trip by tagging the Card reader each time you board the bus.
• Your Card must be presented to AC Transit personnel for inspection upon request. AC Transit personnel have the right to confiscate your Clipper Card if they feel the Pass is being used fraudulently.
• A fine of up to $250 (and/or community service) can be imposed for the misuse of your Pass with the intent to evade the payment of fares (California Penal Code 640). Mills College may impose additional penalties or take disciplinary action.

Help with Your Card
Lost, Stolen, Damaged, and Defective Cards
If your Card has been lost, stolen, or is damaged or defective, call Clipper for a replacement Card and tell them that you are a Mills College EasyPass participant. Clipper Customer Services (877) 878-8883 or clippercard.com

For Lost, Stolen, Damaged, or Defective Cards
Call Clipper to deactivate the Pass on your old Card and request a new one. Clipper charges a $5 Balance Transfer Fee (payable to Clipper) before a new card can be issued, and any passes and value on your old Card will transfer to the new one. A replacement Card will be mailed to you. Register your new replacement card with Clipper once it arrives.

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