Parents can use *My MealTime Online* to manage their student's meal account!

With My MealTime you can:

- **Stay informed.** Monitor your student's lunch account balance and activity.

- **Be notified.** Receive notifications when your student's lunch account is low.

- **Make secure payments.** Using a Credit or Debit card

- **Store your credit/debit card.** For quick and easy repeat use.

- **Schedule deposits.** Weekly, monthly, or in any frequency you desire.

- **Download the app and use it from your smart phone or tablet.**

Go to www.mymealtime.com and sign up today!

Click on the **Register a new account** and follow their easy steps!
You will need **your Students ID number** and enrollment school name.

Step 1: Create a MealTime Online profile. Click on the **Register now for your FREE account** or **Register a new account** link to create an account. Follow the prompts to create a username & password.

Step 2: Add your student. Click on the **Add Student** link and hit **NEW**. Select **Washington state** from the drop-down box and type in your student's school name (example- Everson Elementary). Then enter the Student ID number (with the leading Zero) and their First Name only**. Repeat this process to add all your students.**

- Once all the students are added, you will see their current account balances. You can click on the **VIEW REPORT** tab to generate a detailed transaction report. **Check** the Show complex statement **box** to view the account balance after each transaction.

- To make a deposit: Click the **Home-Deposit Funds** tab. There will be a prompt to "**add Payment Method**". This will allow you to enter a **Debit/Credit Card.** Select **Add $** and then select the dollar amount you want to deposit and click **Go to**

Checkout. There is a web site transaction **fee** for making deposits that will be clearly identified at checkout.

Note:
Online deposits are retrieved and added to your student's balance at their School about every 5 minutes. Student information, such as purchase history and their current cafeteria account balance are updated on the web site about every 4 hours.