

# How to set-up an online mymealtime.com account & make a payment

1. go to mymealtime.com
2. Click “Register” to create a new account:

Before we begin...  
Please enter YOUR OWN date of birth (not your student's):  
05 / 26 / 1987  
Why do we need this information?  
 I have read and agree to My MealTime's Terms of Use  
Cancel OK

In/Register for My MealTime  
Password  
\*\*\*\*\*  
 Remember me  
Sign In Register  
Forgot your username or password?

MealTime Apply Online™  
Applications for Free & Reduced Meals  
Click to apply for free meals for the 2020-2021 school year  
(participating schools only)

3. Add in your birthdate, agree to terms and click OK
4. Fill in the information on the next screen—this will be your username and password for mymealtime.com

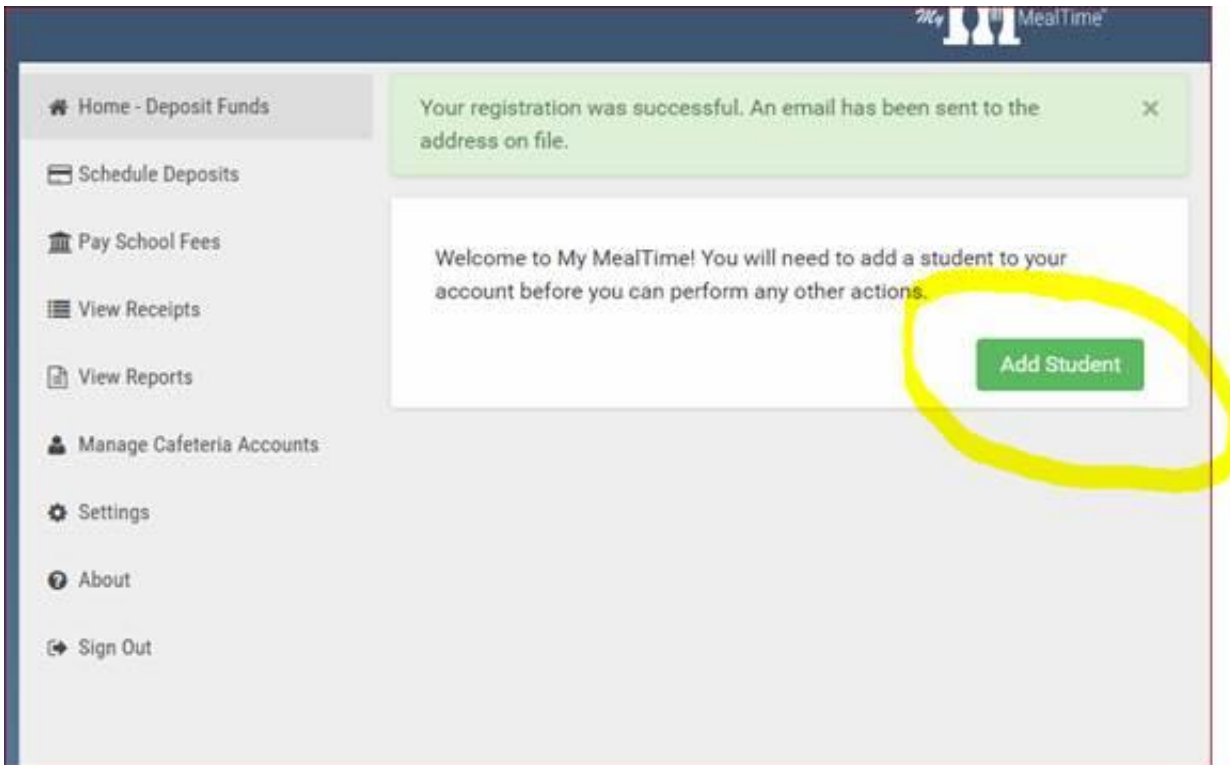
Please fill in the fields below to create your MealTime Online parent profile. You are entering YOUR information here not your student's information.

Username  
Password  
Repeat Password  
First Name  
Last Name  
Email  
Repeat Email  
Phone Number (Optional) ( ) Ext  
Security Question  
Security Answer

Username must be at least 8 characters long  
Password requirements  
 Uppercase character  
 Lowercase character  
 Number  
 Special character  
 8 characters long

Cancel Register

5. Once you create your account, you can add yourself as a student:



6. Click "Add Student"



7. Click New Select State – OREGON \*\*\*must be done first

School Name – Type in the school you work at--options are

Gib, Ferndale, Central, Mac-Hi, Freewater

\*\*If you work at multiple buildings, please try both names to see where you are listed

\*\*If nothing comes up--contact Araceli Corona at Freewater School

541-938-3551 ext 7350 or 541-938-6611

8. Student ID—Enter your 4 digit badge code number (for example: 1526)

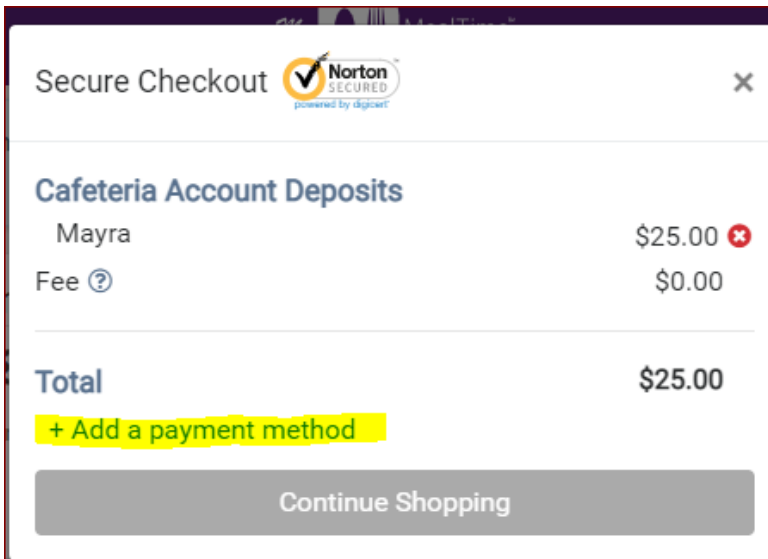
9. Student’s First Name – Enter your first name


\*\*If you get an error that says – “no matching student was found”, contact Araceli

10. If your badge # and name is accepted, then your account is ready to accept online payments


12. Click on “ADD” and walk through the steps to make a payment (\$20 minimum applies)

13. Select an amount or Other (\$20 minimum applies), click “Go to Checkout”



Secure Checkout  X

**Cafeteria Account Deposits**

Mayra	\$25.00	X
Fee 	\$0.00	

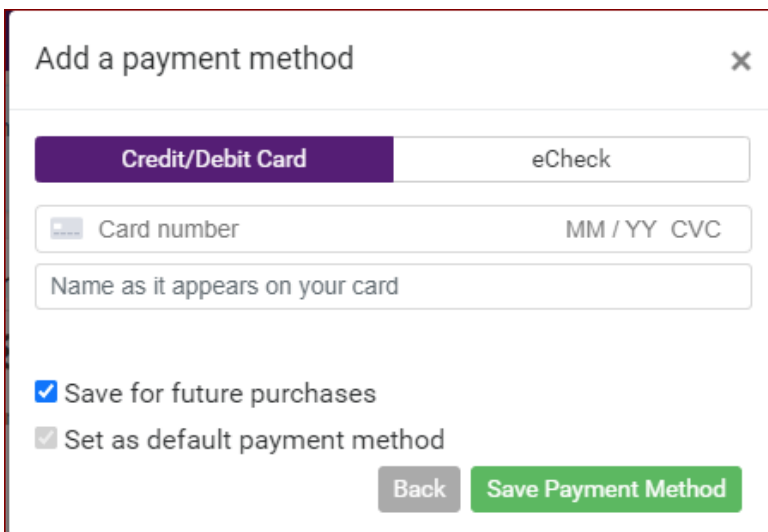
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**Total** \$25.00

[+ Add a payment method](#)


Continue Shopping

14. Click on “Add a payment method”



Add a payment method X

**Credit/Debit Card** eCheck

 Card number MM / YY CVC

Name as it appears on your card

Save for future purchases

Set as default payment method

Back Save Payment Method

>>>>>You are done---Your payment will post to your account within 30 minutes.

Any questions or problems with this, please contact:

Araceli Corona  
Freewater School Secretary  
541-938-3551 ext 7350  
541-938-6611