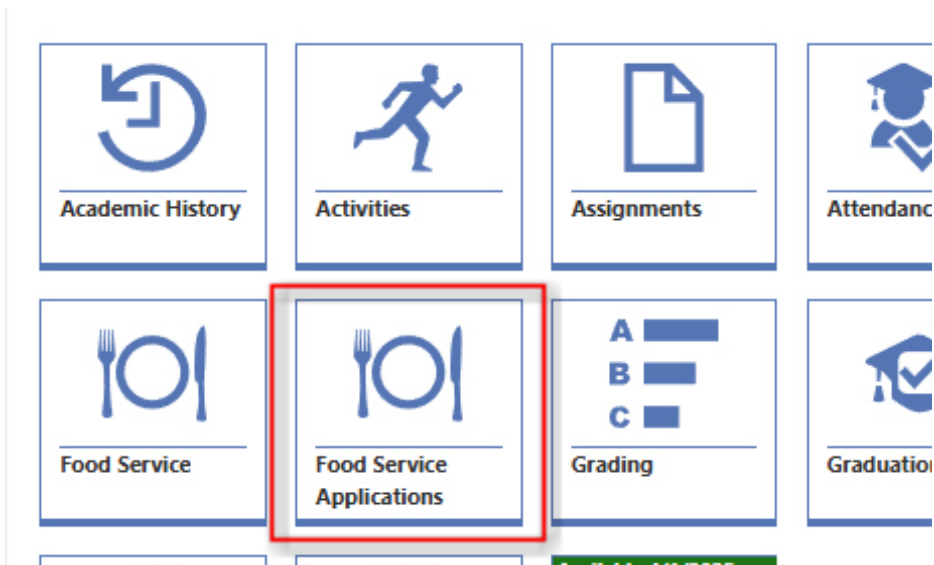

2026-2027 USD 232 ONLINE APPLICATION INSTRUCTIONS

Log-in to your Skyward Family Access to complete application.

Note: You must be a member of the student's primary household with a parent or guardian to log-in to complete the online application. If you are not the primary parent/guardian, a paper-based application can be completed.

1. Login to Skyward Family Access
2. On the home page, click on the FS Application Tile.



3. Click "Start a New Application".

ONLINE FOOD SERVICE APPLICATIONS

MM/DD/YYYY View: Skyward Default Start New Application More

Application Date	Primary Applicant	Application Status	Submitted By	Signature Date	Return Reason
No records to display					

4. Click **Download Instructions** to view any directions for this application. Click **Next** once you are ready to move on.

5. Move through each step and complete fields as appropriate.

**In every section of the application, you will see instructions listed under each heading. You must carefully read these instructions before completing each section.*

****If the name you wish to enter is not available for selection, you can check the box for "Use Freeform Name" to the left of the name field to enter the missing name for someone such as a non-school aged child.**

6. **Review the completed application and click the Submit Application button.**
Note: If at any point in the process you skipped a required field or entered incorrect data, a message appears explaining the errors. All errors must be corrected before you can submit the application for approval.
7. You may only submit ONE online application at a time. If you made a mistake, please complete a paper application.

Please note that to qualify for any fee or transportation discounts, your household must complete the Consent to Share Online Form for **each child**. **This is optional**. This form can be found as its own tile in Skyward Family Access.



If you need assistance completing the application or have questions about the process, please contact our office at 913-667-6200 or mdmiller@usd232.org

This institution is an equal opportunity provider.
