

MealTime Apply Online 2.0 - Parent Quick Start Guide

Apply for Free & Reduced Meals Online – Secure and Simple

Website URL: <https://MealTimeApps.com>

1. Getting Started

- Go to the URL above.
- Select your **state** and enter your **school district name**.
- Click **Continue**.

2. Welcome Page

- You'll see a Welcome message from your school district.
- Parent letters from the district are available in More Information.
- In the **upper right-hand corner**, you'll find:
 - A **light/dark mode toggle icon**.
 - A **language dropdown** to change the display language.
- Click **Get Started** after reviewing the page.

3. Identify Signer

- Enter your name and optionally your **email address**.
 - If you include an email, you'll receive a **confirmation email** once your application is submitted. This email is not an eligibility decision.
- Click **Continue**.

4. Student Information

- Enter information for **each student in your household** attending the district.
- Click **Add Student**.
- Click **Add Student** to include additional students.
- Click **Done Adding Students** once complete

- If you participate in **SNAP, TANF, or FDPIR**, check the appropriate boxes.
- Provide your **case number**. (Required)
- If you do not qualify, simply click **Continue**.
- Some districts may also include a **Consent to Share Information** or **Other Benefits** option.

5. Review Information

- Review previously entered details.
- Make any necessary edits.
- Be sure to **enter your email address** if you haven't already.

6. Race/Ethnicity (Optional)

- You may provide race and ethnicity information.
- This data helps ensure the program equitably serves all students.
- Your response is **optional** and does **not affect eligibility**.

7. Certification and Agreement

- Review legal and USDA non-discrimination statements.
- Check the agreement box.
- Click **Continue**.

8. Review and Submit

- Carefully review your completed application.
- Save or print this page for your records.
- Check the I certify that my household participates in SNAP
- To make changes, click **Back**, edit the necessary sections, then click **Continue**.
- Click **Submit** to finish the application.
- You'll receive a confirmation email if an email address was provided.

For All Other Households

- If you do not receive SNAP/TANF/FDPIR benefits, continue with household information.
- If you are not entering Foster children, click **Continue**.
- If you are not entering Other Programs, click **Continue**.
- Respond to questions about:
 - **Identify Other children not attending the school district.**
 - Click **Add Another Child** or **No Other Children/Continue to Income Questions**.
 - Select **Done Adding Children**.
 - **Other adults** in the household.
 - Include anyone who lives in the household, related or unrelated, even if temporarily away (e.g., military members, college students).

9. Identify Children Income

- Click **Yes or No (Required)**
- If yes, enter the **gross income** (before deductions) for each Child.

10. Identify Other Adults

- Click **Other adult household members or No Other Adults/Continue to Income Questions**.
- Or click **Done Adding Adults**

11. Identify Adult Income

- Note: Enter the **gross income** (before deductions) for each adult.
- Enter each that applies.
- Click **Continue**.
- Repeat for each adult household member.

12. Enter SSN or check No SSN

- Click **Continue**.

13. Consent to Share (Optional)

- Some districts may include an option to **consent to share information** and/or **Other Benefits**.

14. Enter Signer Contact Information

- Update if needed
- Click **Continue**.

15. You will once again:

- Review all details.
 - Confirm race/ethnicity info (optional).
 - Check the agreement box.
 - Click **Submit** to complete your application.
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Thank you for using MealTime Apply Online 2.0!