MealTime Apply Online 2.0

Parent Quick Start Guide — Free & Reduced Meals Application

Application Website: https://MealTimeApps.com (Accessible via Computer or Mobile Device)

Standard Application Steps

1 Getting Started

- Go to the MealTime website (https://MealTimeApps.com).
- Select your state and enter your school district name **(Woodstock CUSD 200)**.
- Click **Continue**.

2 Welcome Page

- View the welcome message from your district.
- Check **More Information** for parent letters.
- In the top right corner, you can switch between light/dark mode or change the language.
- Click **Get Started**.

3 Identify Signer

- Enter your name and optional email address.
- Click **Continue**.

> **Note:** Email is used strictly to send confirmation of receipt of your application (not eligibility results).

4 Student Information

- Enter details for each student in your household.
- Click **Add Student** for each child, then click **Done Adding Students** when finished.
- **SNAP / TANF / FDPIR Participants:** If you receive benefits, check the boxes and enter your case number (required), then click **Continue**.
- You may also see a **Consent to Share Information** section.

5 Review Information

- Review and edit details if needed.
- Add your email if you haven't already provided it.

6 Race / Ethnicity (Optional)

- Providing this information is optional.
- It helps ensure fair access to the meal program.

7 Certification and Agreement

- Read the legal and non-discrimination statements carefully.
- Check the agreement box.
- Click **Continue**.

8 Review and Submit

- Review your entire application for accuracy.
- Save or print the confirmation page for your records.
- Check the certification box if it applies.
- Click **Submit**. You will receive a confirmation email if an address was provided.

For All Other Households (Additional Steps)

9 Other Children (Not in District)

- Add any other children not attending the district.
- Click **Add Another Child** or **No Other Children** / **Continue**.
- Click **Done Adding Children**.

10 Other Adults in Household

- Add anyone living in the household (related or not), including military members and college students.
- Click **Done Adding Adults** when finished.

11 Child Income

- Select **Yes** or **No**.
- If **Yes**, enter each child's gross income (before taxes).

12 Adult Income

- Enter gross income for each adult in the household.
- Include all applicable income types.
- Click **Continue** and repeat for all adults.

13 Social Security Number (SSN)

- Enter the last 4 digits of your Social Security Number or check **No SSN**.
- Click **Continue**.

14 Consent to Share (Optional)

- Your district may offer the option to share information for other fee waivers or benefits.

15 Final Review & Submit

- Review all submitted information.
- Confirm optional race/ethnicity information.
- Check the agreement box and click **Submit**.

✓ **Thank you for using MealTime Apply Online 2.0!**