

MealTime Apply Online 2.0 - Parent Quick Start Guide

Apply for Free & Reduced Meals Online – Secure and Simple

 **Website:** <https://MealTimeApps.com> (Computer or Mobile Device)

1. Getting Started

- Go to the MealTime website shown above.
- Select your **state** and enter Drew Charter School in the **school district name** field.
- Click **Continue**.

2. Welcome Page

- View the welcome message from Drew Charter School.
- Check **More Information** for parent letters.
- In the top right, you can:
 - Switch between **light/dark mode**.
 - Change **language**.
- Click **Get Started**.

3. Identify Signer

- Enter your **name** and optional **email address**.
 - Email is used to send confirmation of receipt of your application (not eligibility results).
- Click **Continue**.

4. Student Information

- Enter details for each student in your household.
 - Click **Add Student** for each child.
 - Click **Done Adding Students** when finished.
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► SNAP / TANF / FDPIR Participants

- If you receive benefits, check the boxes and enter your **case number** (required).
- If not, 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.

6. Race/Ethnicity (Optional)

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

7. Certification and Agreement

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

8. Review and Submit

- Review your entire application.
- Save or print the confirmation page.
- Check the **certification box** if it applies.
- Click **Submit**.
- You'll receive a confirmation email if provided.

► For All Other Households

Continue through these 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**
- **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.
- Include all applicable income types.
- Click **Continue** and repeat for all adults.

13. 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 benefits.

15. Final Review & Submit

- Review all information.
- Confirm optional **race/ethnicity** info.
- Check the **agreement box**.
- Click **Submit**.

 **You're Done!**

Thank you for using MealTime Apply Online 2.0!