## Application for Educational Benefits

How to fill out online form

#### Login to your Family Access account

The Family Access portal is located on our ISD 31# homepage. If you do not have a Family Access account setup, please click the sign-up button and fill out the online form.





#### Home

**Online Forms** 

Calendar

Gradebook

Attendance

Student Info

Busing

Food Service

Schedule

Discipline

Test Scores

Academic History

Portfolio

Skylert

Health Info

On the next screen, select the Food Service tab located on the left hand side of your screen under busing.

#### Select a Student and click Applications

If you have more than one student, just select one. You will have the opportunity to add each child in the application.



The Applications button is located in the center right section of the screen above the Lunch Calendar button. In the case of multiple households, only the primary address will be able to fill-out the application.

All Students 💌



#### Select Add Application

After you have submitted your application you may check the status or print the application from this screen.



#### Follow the prompts on the screen

Free and Reduced-Price	e School Meals and Educational Benefits Application	
Steps	Free and Reduced-Price School Meals and Educational Benefits Application	<u>N</u> ext <u>Print</u> <u>Back</u>
A	Letter to Parents	

Free and Reduced-Price School Meals and Educational Benefits Application					
Steps	Free and Reduced-Price School Meals and Educational Benefits Application	Previous	Next	Print	<u>B</u> ack
Letter to Parents	Instructions for Applying. Please select the option below after reviewing all information Questions can be directed to contact information supplied in the Letter to Parents.	n.			
Instructions for Applying	I have read the Instructions for Applying and would like to continue the application	n			
Federal Income Chart					
Privacy Act Statement					

#### Be sure to click Sign and fill in the Print Name box

Free and Reduced-Price	School Meals and Educa	tional Benefits Applicatio	n			Pre <u>v</u> ious	ext <u>Print</u> <u>B</u> ack
4. Signature							
An adult household membe	er must sign the application.	If Part 3 is completed, th	e adult signing the	form also mu	st list the last	four digits of his or her	r Social Security Number or mark th
'No Social Security Num	ber' box. See Privacy Ac	Statement	ie daare signing the		or not the last		boold becanty number of mark a
I certify (promise) that all i school officials may verify (	nformation on this application (check) the information. I ur	on is true and that all income iderstand that if I purposely	is reported. I underst give false information,	and that the sci my children ma	hool will get Fed ay lose meal ben	leral funds based on the in nefits, and I may be prose	nformation I give. I understand that cuted.
* Sign here:	<signed electronically=""></signed>	Remove	* Print Name:	Mother Doe			
Date:	09/23/2020		Home Telephone:		Ext:		
Address:			Work Telephone:		Ext:		
City:			State:	Zi	p Code:		
* Last Four Digits of SSN:	***-**- 1234 OR	I do not have a SSN					
Email Address:							
	By providing your email add	fress, you may be notifi <mark>ed</mark> by	email of your eligibilit	y for free and r	educed price scl	hool meals.	

### Review your Application

# Please take a second to review your Application for accuracy before submitting.

Free and Reduced-Price School Meals and Educational Benefits Application

Please review the completed application and click the button to submit the application.

Submit Application NOTE: The application has not yet been submitted. This application will not be considered until the **Submit Application** button is clicked.



#### Done! Your Application has been submitted.

From this screen you can check your Application status, update changes, view, and print.

Pending Application Update Pending Application   View Application   Print Application						
	Application Date: W	ed Sep 23, 2020 (Ap	plication Waiting For Approva	il)		
	Notice: Pending Ap and w	plication will be mar vill need to be resub	ked as 'Not Submitted' if edite mitted for review.	d		
		Household Me	mbers			
Name of Child	School Name	Grade	Foster Child? No Inc		Income?	
Jane P. Doe	BHS	11	No		Yes	
		Income Inform	nation			
Family Member Name	Earnings from Work	Pension, SSI, Retirement, Social Security	Public Assistance, Child Support, Alimony	Other Income	No Income?	
Mother Doe	15,600.00	0.00	0.00	0.00	No	