## 2024-2025 Free and Reduced Price Meal Applications Go Online for Faster Results

Starting mid-July 2024 online applications will be available at ezmealapp.com Please do not submit a paper application if an online application is submitted.



## Helpful tips for applying online:

- 1. Type hawaii in Search for District, then "DOE Honolulu, Central,..." will pop up. Just click on it.
- 2. Step 1: Application Information Entering phone number and email is highly recommended in case we need to contact you. For Benefit Type, if you are applying with SNAP or TANF, please refer #7 below. If you are not, just leave it as None and go to Next.
  - If email address is entered for Application Information, a notification letter of the result will be sent by email. (We recommend you to check your junk / spam mail tray also once you apply.)
- Step 2: Child Household Members (up to grade12):
  - Student must be enrolled in a DOE school (excludes charter schools) for an application to be processed.
  - Enter the student legal names. Entering birthdates is recommended to help the system to match.
  - · For non-DOE (charter or private) students and baby/infant, click "No" for Student. College students should be added to Adult Household Members (Step 4)
- 4. Step 3: Child Income
  - If applicable, enter the total income of all Child Household. If child has no income, do not enter anything and click on Next.
- 5. Step 4: Adult Household Members:

  - For each adult with income, enter: a. Gross earnings (before taxes or deductions), and
    - b. how often the amount entered is received.

Enter net income only if the adult is self-employed.

- For adult without income, just click on Save after entering First Name, (middle initial) and Last Name.
- Step 5: Electronic Signature Select your name from the drop-down and type your name in Signature box.
- 7. If applying with SNAP or TANF case number:
  - a. Select SNAP or TANF in STEP 1: Application Information, under Benefit Type, and enter valid case
  - b. After listing the student(s) in STEP 2: Child Household Members, the application will skip to Step 5: Electronic Signature. Adult must sign.
- 8. A confirmation number appears when the application is submitted. Write down this number for future
- 9. Once the application is processed (up to 10 working days), the notification letter will be sent home either by email (if email was provided when you applied) or school.

## ezSchoolPay is also available! Go to ezschoolpay.com or install an app.

With ezSchoolPay, you can:

- Make online payments There is a minimal fee when making online payments
- · Monitor account balances (set low balance alerts), and
- Monitor student's buying history

There is no cost to set up and monitor student's account.

This institution is an equal opportunity provider.

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