

How to Complete Free & Reduced Lunch Application

Please note, using a smartphone to complete the application is not supported. You may access a computer at any of our five schools to complete the application.

1. Login to [Skyward Family Access](#).

2. At the top of the screen, choose one of your student's names.



Family Access
All Students ▾

3. Click "Food Service" tab on the left.



Food Service

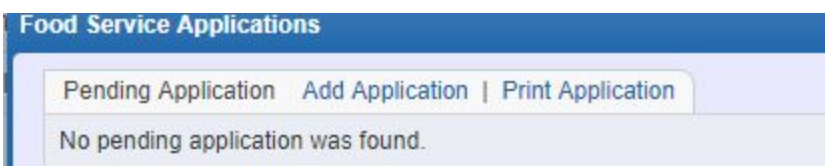
4. Click the "Applications" button toward the center of the screen.



The screenshot shows the Skyward Family Access dashboard. At the top right, there is a yellow button labeled "Applications". Below it, there are three main sections: "Balance" on the left, "Today's Lunch Menu" in the center, and "Lunch Calendars" on the right. The "Balance" section shows a balance of \$37.35 and two payments of \$16.35 each. The "Today's Lunch Menu" section displays the message: "No lunch menu details are available for the current date."

*** Please note, if you did not choose a student's name in Step 2, you will receive an error message saying you do not have security settings to view the student application.

5. Click "Add Application."



The screenshot shows the "Food Service Applications" page. At the top, there is a blue header with the text "Food Service Applications". Below the header, there are three buttons: "Pending Application", "Add Application", and "Print Application". Below the buttons, there is a message: "No pending application was found."

6. On the left, you will see the directions for how to complete the application.

Once the application is submitted, the food service director will receive notification and will process the application based on the information provided. Families will be notified if there are any questions about the information. **All applications submitted over the summer will be processed prior to the start of the school year.**

If the family qualifies for free and reduced lunch, their qualified status also applies to textbook rental.