



## 2019-2020 Free and Reduced Meal Applications

Starting July 15, 2019, we will be migrating over to online applications. Applications will be available at [ezmealapp.com](http://ezmealapp.com). Please use the attached form as a guide to see if you qualify.

Applying online:

1. Type **Hawaii** in Search for District. DOE-Honolulu, Central... will pop up. Click on it.
2. Application Information: **Entering phone number and email is recommended.** When an email address is entered, a notification letter will be sent to that email. For Benefit Type, if you are applying with SNAP or TANF, please refer to Step 7 below. If not, leave it as "None" and go to Next.
3. Child Household Members: Student must be enrolled in a DOE school (excludes charter schools) for an application to be processed. Enter the student's legal name. Entering birthdate is recommended. For non-DOE (charter or private) students, click "No" for Student. College students should be added to Adult Household Members (Step 4)
4. Child Income: If applicable, enter the total income of all Child Household Members. If child has no income, leave blank and go to NEXT.
5. Adult Household Members: For each adult with income, enter gross earnings (before taxes or deductions), and how often the amount entered is received. For adult(s) without income, click on Save after entering First Name, Middle Initial and Last Name.
6. Electronic Signature: Electronic Signature can only be done by an adult in the household.
7. Applying with SNAP or TANF case number: Select SNAP or TANF on the Application Information under Benefit Type and enter valid case number.
8. A confirmation number appears when the application has been submitted. Please write down this number for future reference.
9. Once the application is processed (up to 10 working days), the notification letter will be sent home either by email or school.

**This institution is an equal opportunity provider.**