

## Wylie ISD

### FREE AND REDUCED LUNCH APPLICATION ONLINE APPLICATION INSTRUCTIONS

**2024-2025 APPLICATIONS WILL BE ACCEPTED BEGINNING August 1,2024**

**\*YOU WILL NEED YOUR FAMILY ACCESS USERNAME AND PASSWORD TO COMPLETE THIS APPLICATION\***

1. Go to [www.wyliebulldogs.org](http://www.wyliebulldogs.org) and log on to Family Access.

*You will only need to fill out one application per family. You may choose any child registered at Wylie to submit the application on and the application will apply to all children registered at Wylie in your family. The application link will show up in the Food Service section of Family Access after you have chosen a student from the drop-down box at the top of the page.*

2. Click **Food Service Application**

3. Click start New **Applications** on the right side.

4. Read over the *Instructions* and then click the **NEXT** .

5. Fill in all student information

6. If you have EDG # put in part B click **NEXT**

7. Fill in last four SSN, List all members living in the household and income/ if no income check the box no income

8. D. Total household members, has to be fill in, then click **NEXT**

9. Step 3 fill in all information, date it, Click **NEXT**

8. Review application

9. Review the Non-Discrimination Statement

10. SUBMIT Application ( Blue Button on the bottom)

#### **THE NEXT SECTION OF THE APPLICATION IS BROKEN INTO FOUR PARTS**

##### **PART A: CHILD NAMES**

Add the names, birthdates, school campus and grade of each child attending Wylie ISD and click **Next**.

-if your child is foster, homeless, migrant or a runaway, please make sure the appropriate box is checked next to their name.

##### **PART B: SNAP, TANF, or FDPIR**

If your family receives SNAP, TANF, or FDPIR then you will need to put the Eligibility Determination Group number (EDG) in the appropriate box. This number is an 8- or 9-digit number. **10-digit case numbers cannot be excepted.** If you have a valid EDG number, you **will not** be asked to provide income information.

##### **Step 2: HOUSEHOLD MEMBERS AND GROSS INCOME FROM LAST MONTH**

**A: Social Security number:** The adult signing the form must also list the last 4 digits of his or her Social Security number or mark the "No Social Security number" box.

**Part B-** Income for Adult Household Members - List all household members not listed in Step 1 (including yourself) even if they do not receive income. Report total income in whole dollars only and indicate the frequency of income using the drop-down box. Please enter a "0" if no income is received

**Part C -** Income for Children in Household - this section refers to death benefits through social security or disability received by the child.

**Part D- Total Household Members:** Household size must be filled in( everyone listed on the application)

When complete, click **Next**.

**Part 3** is completed, the adult signing the form needs to date **REVIEW & SUBMIT**

Please review your application for errors then click the **SUBMIT APPLICATION**

**PLEASE NOTE: You will receive an email regarding approval or denial of benefits within 10 days of submitting an application. If you do not receive a letter, please call 325-692-4353 ext. 1018.**