

MealTime Just Got Easier!

MealTime Online - Student PassCode Notification

Name: ● _____ Student last and first name.
Location: St. Joseph Parish School
Grade: ● _____ Student current grade.

When your student is registered in our lunch system you will receive a **PassCode Notification** letter and instructions like this to setup your account. See notations marked here for setup notes. Once a student is added to your account you do not need to setup again while you are at St. Joseph School.

Welcome! St. Joseph Parish School has partnered with **MyMealTime.com**, a convenient and secure online service for monitoring your student's lunch account and making credit or debit card deposits.

3 Easy Steps to Use MyMealTime.com

Use this site to login and/or create accounts.

Open your web browser, type mymealtime.com into the address bar and press enter.

*Or if you prefer, you can access the site by visiting your school or district website and locating and clicking on the MealTime link.

Step 1: Register. Click on the "Register" button. Enter **your** birthdate. After reading the Terms of Use, click the box to agree to the terms. Next, enter **your** information to create your MyMealTime.com profile. Click "Register" when finished.

*Passwords must be at least 8 characters and include at least one upper case letter, one lower case letter, one number, and one special character.

School Name : Type **St Joseph** (no period after "t")

Step 2: Link Your Student. Click the "Add Student" button, then click "New". Select your state and then type the name of your child's school and click to select. Enter your student's PassCode number (shown below) and first name only. Click "Add". Repeat Step 2 as needed for additional students.

First Name:
PassCode:

Student FIRST NAME

A combination of letters & numbers

For your student's security, please keep this PassCode confidential.

Step 3: Make a Deposit. Click on "Home - Deposit Funds". Click on the green "Add \$" button and select the amount of the deposit. Click "Go to Checkout", or if you wish to make a deposit for another student, click "Add to Cart". Once you are finished entering payments, click "Go to Checkout" or click on the shopping cart icon in the upper right corner of your screen.

The Secure Checkout window will open. Verify that the payment amounts are correct, and click "Add a payment method" to enter your credit card information. Click "Save for future purchases" if you would like to save this card for future transactions. Click "Use/Save Payment Method". Review the amount your credit card will be charged and click "Complete Transaction".

The student's balance will be updated after a synchronization process with the school's lunchroom computer.

Congratulations! You can now login anytime, anywhere to securely and conveniently monitor your student's lunch account and make payments.

