



# TUNKHANNOCK AREA SCHOOL DISTRICT

Jackie Shaver  
Food Service Director

## **MealTime Online: View Balances & Purchase History of Students** *And Pay on Accounts if you desire.*

T  
I  
G  
E  
R  
S

Welcome! Tunkhannock Area School District uses **MealTime Online** to provide you with the ability view student balances and purchase history via the internet. You may also make credit card deposits into your student's cafeteria account, if you desire. **You are not obligated to make deposits thru this system. You can still send in cash or checks with your child.**

**The district encourages all parents to set up an online account so you may view all purchases and balances of your child.**

**Please note if you use Mealtime Online to make deposits this service charges a transaction fee of 4.9% of your deposit amount.** For example if you deposit \$10, only \$9.51 will be credited to your child's account, the other \$.49 will be taken by Mealtime Online.

### **To Use MealTime Online:**

Visit your school or school district web site and locate the link to the school nutrition page. Find the link to online payments which will take you to MealTime Online.

Or go directly to: [www.mymealtime.com](http://www.mymealtime.com) You must call Jackie at 570-836-8268 for the student id required to set up an account.

**Step 1:** Create a MealTime Online profile. Click on the "Create new profile" link and create a Username and Password that you will use to login to MealTime Online. The Username and Password must be at least 6 characters. For example, Username: jsmith Password: pty845.

**Step 2:** Add your student. Login to your Mealtime Online account (using the Username and Password that you created in Step 1. Click on "Meal Account Deposits" then click the "Add New Student" link and add your student by entering their First Name only and their Student ID number. (Parents must contact the cafeteria to get the Student ID number)

**Step 3:** Make a Deposit. Click the "Make Deposit" link to make a deposit into a school account. **There is a web site transaction fee of 4.9% of your total deposit.** Click the "View Details" link next to your student's name to view their cafeteria account balance and purchase history.

### **Note:**

Online deposits are retrieved and added to your student's balance at their school every 5 minutes. Student information, such as purchase history and their current cafeteria account balance are updated on the web site every 4 hours.

