

## CAFETERIA INFORMATION

### PLEASE PRINT LEGIBLY SO THAT WE ACCURATELY CREATE YOUR ACCOUNT

If your contact information is not accurate, we may not be able to contact you regarding your account. This form must be completed prior to **every school year**, last year's form will not be used.

**\*Fields are required**

*STUDENT'S NAME: Last, First	
*SY 18-19 GRADE, HOMEROOM:	
*SPONSOR'S NAME: Last, First	
*SPONSOR'S UNIT :	
*SPONSOR'S WORK PHONE	
*SPONSOR'S WORK EMAIL:	Must be .mil or .org
*ADDRESS (BOX#):	
SPOUSE'S NAME:	
SPOUSE'S EMAIL:	
SPOUSE'S PHONE:	

We would like to share with you a few words about how the School Lunch Program operates. The school cafeteria uses the Horizon System, a standard way of tracking a student's school lunch purchases. A deposit is required in the student's lunch account. Each student's account is uniquely identified by a PIN number. Each day, when the student eats lunch, the account is debited.

Make Payment / Add Funds to Student's Account:

- Primary method of payment is MyPaymentsPlus, [www2.mypaymentsplus.com/welcome](http://www2.mypaymentsplus.com/welcome)
- Download the MyPaymentsPlus App from iTunes App Store or Google Play
- Make payments at the MCCS Finance office. Located on the second floor of the Crossroads Mall (building #410). Hours of operation: Monday, Tuesday, Wednesday and Friday 8:00AM-4:30PM; Thursday 8:00AM-2:00PM.

You/Sponsor are responsible for monitoring your student's account balance. Online account monitoring is free. You may also check the balance of your student's account during school hours via phone 253-6735, email [ombiwaschoollunchprogram@usmc-mccs.org](mailto:ombiwaschoollunchprogram@usmc-mccs.org). The cafeteria may send balance notifications home with students if they are unable to get in contact with guardian. It is the responsibility of the sponsor to maintain their student's lunch account. If a delinquent account cannot be resolved in a timely manner further action will be directed to the Sponsor's Chain of Command for resolution.

We provide Free or Reduced meals to students of families that qualify under Federal Guidelines. Parents are encouraged to apply for free or reduced meals as income limits have increased. To apply for Free and Reduced Meals visit:

[www.dodea.edu/Pacific/offices/Logistics/upload/lwakuni-Application.pdf](http://www.dodea.edu/Pacific/offices/Logistics/upload/lwakuni-Application.pdf)

Applications must be submitted to the School Liaisons office located at building 360 on the second floor in room 24. If approved, benefits will be effective as of the date on your acceptance letter. Sponsors will still be held responsible for balances prior to receiving the acceptance letter. Benefits are not applied to previous charges dated prior to acceptance letter.

All menu items with the exception of the USDA standard meal are classified as a-la-carte. A-la-carte items cannot be charged to a negative balance. A standard lunch will be charged **to any student who requests one**. Parents may allow funds to be spent on meals only or other items such as bottled water, juice, i.e. a-la-carte items. You must have funds in the MEAL ACCOUNT for the standard meal and in the GENERAL ACCOUNT for the a-la-carte items. Funds may be transferred from one family member's account to another family member's account to prevent negative account balances, upon request.

**Please notify Cafeteria Manager if your student has Special Dietary Needs.**

Lunch Prices are as follows:

Standard Lunch: Elementary \$3.00, Middle & High School \$3.25, Reduced Lunch \$0.40