

# MealTime Just Got Easier!

[www.mymealtime.com](http://www.mymealtime.com)

Welcome! Birmingham Public Schools has chosen MealTime Online to provide the opportunity for you to make credit card deposits into your student's cafeteria account and view your student's purchase history via the internet.

## **To Use MealTime Online:**

You will need your child's **Student ID** to get started. You may get this through your school office or your student's report card information. Go directly to: [www.mymealtime.com](http://www.mymealtime.com)

**Step 1:** Create a MealTime Online parent account. Click on the "Create new account" link and enter 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's first name and ID. Login to your MealTime Online account (using the Username and Password that you created in Step 1), click on the "Add New Student" link, and add your student by entering their first name and student ID number. You may continue to add all your students enrolled in the Birmingham School District from this step, no matter what grade or school they attend in our district.

**Step 3:** Make a Deposit. Click on the "Make Deposit" link to make a deposit into a school account. There is a transaction/convenience fee for making deposits. Click on the "View Details" link next to your student's name to view their cafeteria account balance and purchase history.

### **\*Note:**

***Deposits made after 6:00 a.m. will be processed before lunch the same day, deposits made after 10:30am will be processed and available for viewing within 24 hours. There is a 4.9% convenience fee applied to all deposit transactions. Setting up your account and viewing is free. This is for processing and server maintenance only. No other fees are involved or applied.***

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MealTime Online