

Ashland Independent Schools

2021-2022

The Online Benefits Application is now available in Infinite Campus PARENT PORTAL!

It's that time of year to fill out your benefits application!

The Ashland Independent School District is a CEP (*Community Eligibility Provision*) school district. This means EVERY child receives FREE breakfast and lunch; however, your child may qualify to receive additional benefits such as fee waivers for textbooks, the ACT, and athletics.

As a CEP district, we are required to have an application for every household.

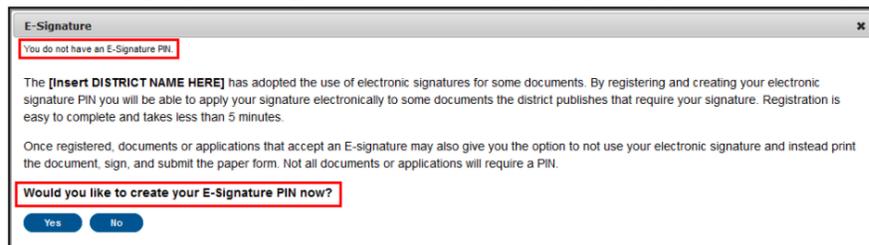
You may think your child will not qualify for additional benefits, but you won't know unless you complete the application. You must include your income as part of the application (income information is not shared with anyone unless requested by you). Reporting no income or an income of \$0 shows that your family has no income to report. Please provide accurate income so that we have the most accurate data possible.

Being a CEP school district benefits ALL of our students. If your child does not qualify for additional benefits, you will be helping other students who do need assistance by doing your part-SO PLEASE FILL OUT YOUR APPLICATION TODAY!

IT'S A SIMPLE, EASY PROCESS!

- 1) Log on to your Infinite Campus Parent Portal account.
- 2) On the left index, click More
- 3) Select Meal Benefits Application
- 4) Create your E-Signature PIN

In order to submit a legally-binding application to the district, an E-Signature PIN must be established. The E-Signature PIN allows users to submit an electronic signature along with the application which is treated the same legally as a signature made on the paper application. Keep your PIN in a secure location.



Notification of No E-Signature PIN Established

To create an E-Signature PIN, click the **Yes** button. The Create your PIN editor will display.

To create a PIN, enter the PIN, **Re-enter the PIN**, enter your current Campus account **Password** and select the **Submit** button. Your PIN is now saved within Campus and available for use with any documents or forms which require a PIN for signature or verification. To change your PIN, go to the Account Management tool.



PLEASE NOTE:



When you begin your application, you will see in the lower, right side of your screen a timer. This will let you know how long you have to complete this screen. When you hit "Next" or "Previous", the timer will reset. If it times out, you will have to begin the application again.

- 5) Once you've created your PIN and select "Submit", review your Letter to Household. Continue to follow the prompts by selecting "Next" and answer the questions until your application is complete. Enter your PIN for the electronic signature and select "Submit". You will have the opportunity to review your application.

If you are brand new to our school district, you will not have access to your Infinite Campus Parent Portal account right away. Once you know your child(ren) has been enrolled you can call the school and ask the secretary/registrar to please create a parent portal for you. Once you have access to parent portal please complete the benefits application.