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## INSTRUCTIONS FOR APPLYING

### \$2.00 REDUCED PRICED SCHOOL MEAL

#### PINEAPPLE COVE CLASSICAL ACADEMY JR/SENIOR HIGH SCHOOL

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*A HOUSEHOLD MEMBER IS ANY CHILD OR ADULT LIVING WITH YOU.*

**Part 1:** List all household members and the name of each child's school (if known). For any person, including children, with no income, you must check the "No Income" box.

**Part 2:** Follow these instructions to report total household income from this month or last month.

- **Section 1–Name:** List all household members with income.
- **Section 2 –**
  - **Gross Income and How Often It Was Received Along with Proof of Last Two Sources of Income:** For each household member listed in section 1, list each type of income received for the month. You must tell us how often the money is received—weekly, every other week, twice a month or monthly.
  - **Earnings:** Be sure to list the **gross income**, not the take-home pay. Gross income is the amount earned *before* taxes and other deductions.
  - **Income received from welfare, child support, and alimony:** List the amount each person received.
  - **Income received from retirement benefits, Social Security, Supplemental Security Income (SSI), Veteran's benefits (VA benefits), and disability benefits:** List the amount each person received.
  - **All Other Income:** List Worker's Compensation, unemployment or strike benefits, regular contributions from people who do not live in your household, and any other income. Do not include benefits from WIC, Federal education and foster payments received by the family from the placing agency. For **ONLY** the self-employed, under *Earnings from Work*, report income after expenses. This is for your business, farm, or rental property. If you are in the Military Privatized Housing Initiative or get combat pay, do not include these allowances as income.

**Part 3:** Adult household member must sign the form and list the last four digits of their Social Security Number (or mark the box if s/he doesn't have one).

**Parents that would like to apply for the \$2.00 reduced price lunch at the Jr/Sr school may do so by filling out the application located on the link and submitting it along with proof of income to either Pineapple Cove Classical Academy Jr/Sr High School attention Kathy Holem or email application to [holemk@PCCAFL.com](mailto:holemk@PCCAFL.com).**

