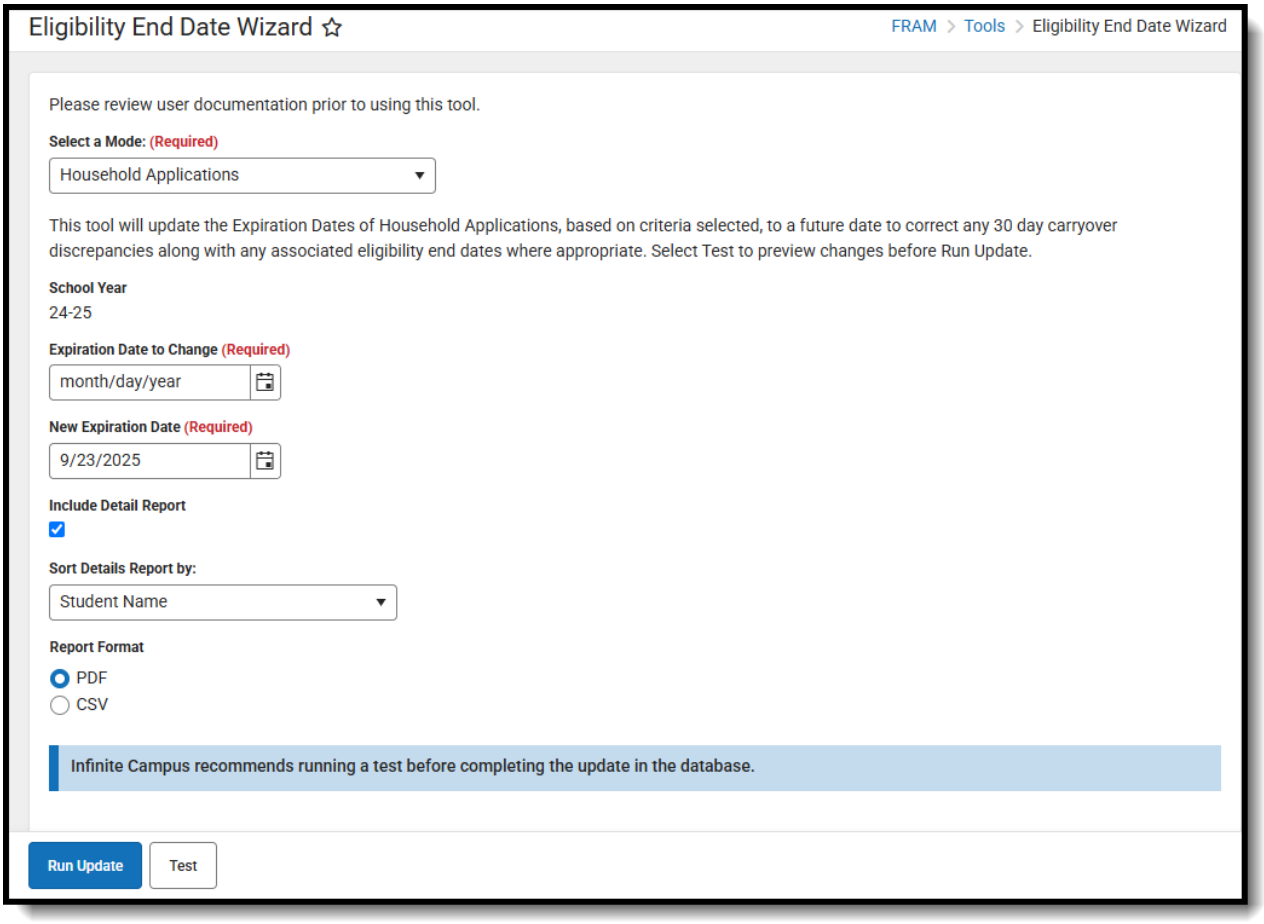
Eligibility End Date Wizard: Update Household Application Dates

Last Modified on 05/20/2026 9:13 am CDT

Tool Search: Eligibility End Date

The Eligibility End Date Wizard allows districts to update Household Application expiration and Eligibility end dates en masse. This tool was designed to help correct future 30-day carryover discrepancies at the end of school years.



Update Household Application Expiration Dates

Before using the Eligibility End Date Wizard, users should consider the following:

- When updating the Expiration Date for a Household application, users must verify the Default Expiration Date is correctly entered on the school year on the FRAM Preferences tool.
- This wizard will only update the latest end-dated eligibility associated with the application being updated.
- The wizard will not update any Excluded applications.
- Users will not be able to update any eligibilities to dates existing in the past (retroactive

date) due to the potential impact on state and meal reporting. If users need to change any eligibility end date to a date from the past, the district will have to manually perform this.

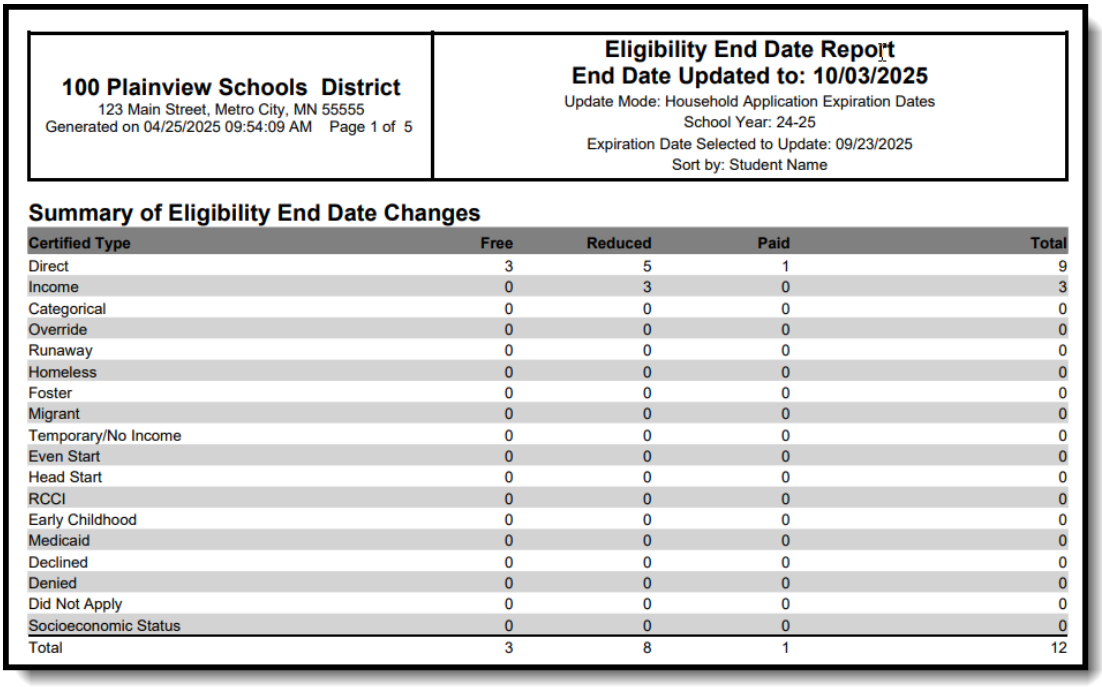
1. Choose **Household Applications** in Select a Mode.
2. Enter the **Expiration Date to Change**. Only household applications with this Expiration Date will be updated.
3. Enter the **New Expiration Date**. The initial date appearing in New Expiration Date is the current Default Expiration Date in FRAM Preferences. All household applications matching the Expiration Date and School Year entered will be updated to this date.
4. Check the **Include Detail Report** box to include extra information about each updated Eligibility record in the report generated when the Test or Run Update buttons are selected.
5. If the Include Detail Report checkbox is checked, select the **Sort Detail Report by** option to decide how household information is arranged on the report.
6. Select a **Report Format**.
7. To review which household applications will be impacted by this change before changing expiration dates in the database, click the **Test** button. The Eligibility End Date Report appears in a separate window.
8. To update all household applications that meet the criteria entered above, select the **Run Update** button and click **OK**. Click **Run Update** once more to confirm the update. The Eligibility End Date Report appears, detailing which household applications were updated.

Eligibility End Date Report

Once the Eligibility End Date Wizard is run for an Update Mode of Household Application Expiration Dates, the Eligibility End Date Report appears, describing all changes made.

Summary of Eligibility End Date Changes

This section summarizes Eligibility records impacted by the change, broken down by the Certified Type and Eligibility (Free, Reduced, Paid) of each record.



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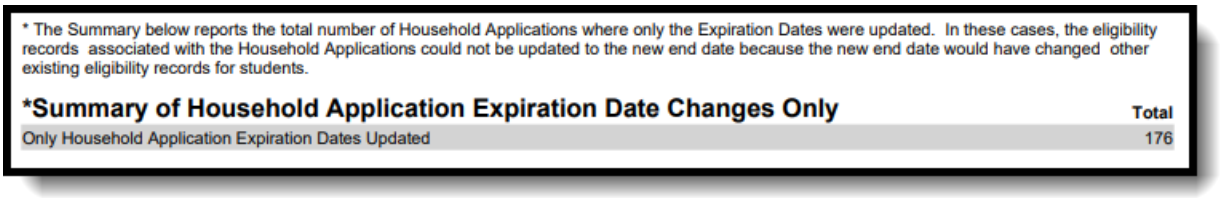
Eligibility End Date Report
End Date Updated to: 10/03/2025
Update Mode: Household Application Expiration Dates
School Year: 24-25
Expiration Date Selected to Update: 09/23/2025
Sort by: Student Name

Summary of Eligibility End Date Changes

Certified Type	Free	Reduced	Paid	Total
Direct	3	5	1	9
Income	0	3	0	3
Categorical	0	0	0	0
Override	0	0	0	0
Runaway	0	0	0	0
Homeless	0	0	0	0
Foster	0	0	0	0
Migrant	0	0	0	0
Temporary/No Income	0	0	0	0
Even Start	0	0	0	0
Head Start	0	0	0	0
RCCI	0	0	0	0
Early Childhood	0	0	0	0
Medicaid	0	0	0	0
Declined	0	0	0	0
Denied	0	0	0	0
Did Not Apply	0	0	0	0
Socioeconomic Status	0	0	0	0
Total	3	8	1	12

Summary of Household Application Expiration Date Changes Only

This section reports the total number of household applications, for which only the expiration dates were updated. Eligibility records associated with the Household Applications could not be updated to a new end date because the new end date would have changed other existing eligibility records for students.



* The Summary below reports the total number of Household Applications where only the Expiration Dates were updated. In these cases, the eligibility records associated with the Household Applications could not be updated to the new end date because the new end date would have changed other existing eligibility records for students.

*Summary of Household Application Expiration Date Changes Only	Total
Only Household Application Expiration Dates Updated	176

Warnings: Gap in Eligibility Created

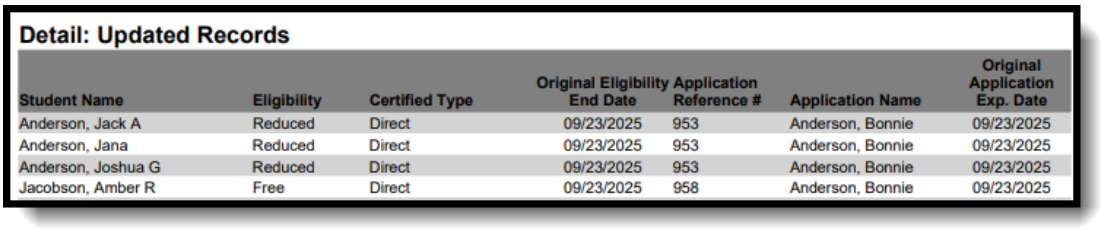
This section appears if a gap was created between a student's existing updated eligibility record and subsequent eligibility records.

If this is unacceptable, users should consider the following:

- Not use the Eligibility End Date Wizard.
- Change criteria on the Eligibility End Date Wizard editor so that no gap in Free/Reduced eligibility is created.
- Select the Run Update button, knowing gaps in eligibility will be created for some students and manually correcting these gaps, as appropriate based on District policy/procedures.

Detail: Updated Records

This section identifies which student eligibility record end dates were updated to match the updated Household Application Expiration Date.

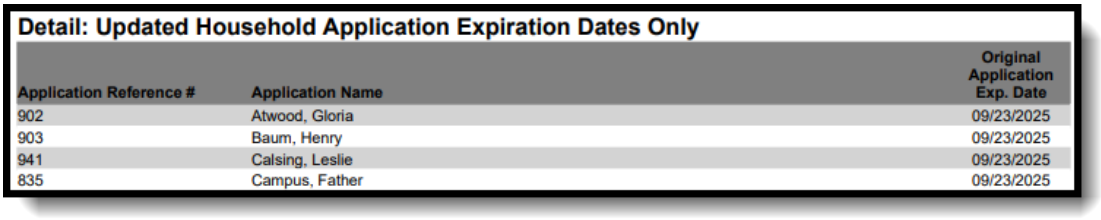


Detail: Updated Records

Student Name	Eligibility	Certified Type	Original Eligibility End Date	Application Reference #	Application Name	Original Application Exp. Date
Anderson, Jack A	Reduced	Direct	09/23/2025	953	Anderson, Bonnie	09/23/2025
Anderson, Jana	Reduced	Direct	09/23/2025	953	Anderson, Bonnie	09/23/2025
Anderson, Joshua G	Reduced	Direct	09/23/2025	953	Anderson, Bonnie	09/23/2025
Jacobson, Amber R	Free	Direct	09/23/2025	958	Anderson, Bonnie	09/23/2025

Detail: Updated Household Application Expiration Dates Only

This section identifies all household applications where the Expiration Date was updated but no student eligibility record end dates were updated. Eligibility records associated with the Household Application could not be updated to a new end date because the new end date would have changed other existing eligibility records for students.



Detail: Updated Household Application Expiration Dates Only

Application Reference #	Application Name	Original Application Exp. Date
902	Atwood, Gloria	09/23/2025
903	Baum, Henry	09/23/2025
941	Calsing, Leslie	09/23/2025
835	Campus, Father	09/23/2025