

Online Application Added Students

Last Modified on 05/06/2025 3:27 pm CDT

Tool Search: Online Applications

If the application signer added a student who is not part of the household to the online application, the student must be added to the application when it is processed.

Manually Added Students (Required)							
NAME	DOB	SCHOOL	GRADE	STUDENT INDICATOR	ADD STUDENT		
Smith, Elijah	5/24/11	Carter Middle	08		Find Person		

- 1. Click Find Person to open the Add Student from Census side panel.
- 2. Search for the student.

If the student is not found in the Search Results, do not process the application.

Add Student from Census					
Please select one student.					
Smith, Elijah Q					
No People Found					

The student must be added in Census and have an enrollment created before processing the application.

3. Select the student in the search results.

Online Applications ☆		FRAM > Application Processing > Online Applications				
CURRENT ELIGIBILITY NAME		DOB	SCHOOL		Add Student from Census	
	Mawby, Amber	6/18/09	Van Buren Hi	gh School	Please select one student.	
	Mawby, Carey	3/3/11	Carter Middle	9	Smith, Elijah Q	
Manually Added Students (Re	quired)					
NAME	DOB	SCHOOL	GRADE	STUDENT IND	Smith, Elijah 05/24/2011 #241100002	SELECTED
Smith, Elijah	5/24/11	Carter Middle	08			
Household Details						
NAME	DOI	В	WORK	WELFARE, CHILD SU AI		
Mawby, Kristian SIGNER			\$45,000.00 Annual			
Mawby, Amber	6/1	18/09				
Process Suspend Cancel	l Print				Replace Student	Cancel

4. Click Replace Student.



5. In the confirmation pop-up, click **OK**. The student will be added to the Student Details.