

## NOTIFICATION LETTER FOR DIRECTLY CERTIFIED STUDENTS

Dear Parent/Guardian:

Date: \_\_\_\_\_

Your child(ren) has been automatically **approved for free eligibility benefits** during the 2025-2026 school year. This approval is based on student/household eligibility for the Supplemental Nutrition Assistance Program (SNAP), and/or Medicaid. **ONLY RETURN THIS LETTER to your child(ren)'s school if you do not want the free eligibility benefits.**

Please **DO NOT** fill out an application for free or reduced-price meals and/or milk for the following child(ren):

Student Name	School Name	Grade

If you have student(s) in your household that are not listed above, please contact this office at \_\_\_\_\_. Free eligibility benefits will be extended to all children residing in the same household.

**If you DO NOT want your student to receive these benefits, please check the box below, sign and return this letter.**

☐ I do not want free eligibility benefits for my child(ren) listed above

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Parent or Guardian

Sincerely,

\_\_\_\_\_  
Signature

### **Nondiscrimination Statement:**

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Persons with disabilities who require alternative means of communication for program information (e.g., Braille, large print, audiotape, American Sign Language, etc.) should contact the state or local agency that administers the program or contact USDA through the Telecommunications Relay Service at 711 (voice and TTY). Additionally, program information may be made available in languages other than English.

To file a program discrimination complaint, complete the USDA Program Discrimination Complaint Form, AD-3027, found online at How to File a Program Discrimination Complaint and at any USDA office or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by:

1. **mail:**  
U.S. Department of Agriculture  
Office of the Assistant Secretary for Civil Rights  
1400 Independence Avenue, SW, Mail Stop 9410  
Washington, D.C. 20250-9410; or
2. **fax:**  
(202) 690-7442; or
3. **email:**  
[program.intake@usda.gov](mailto:program.intake@usda.gov)

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