



**2021-2022**

Go to [Hot Lunch Online](#) to sign up and register accounts.

Meal prices range from \$4.50 to \$5.50 plus Add Ons (Extra slice of pizza, milk)

- You can order white or chocolate milk only on HotLunchOnline for \$.50
- Snacks can be purchased in the lunchroom.

**IMPORTANT!! ALL HOT LUNCHES ARE ORDERED A MONTH IN ADVANCE.**  
Orders are accepted beginning the 1st through the 10th of each month.

**NO EXCEPTIONS** as totals need to be submitted in a timely manner.

**Thank you for your cooperation.**



**The deadline for ordering hot lunches for SEPTEMBER is  
Monday, August 30th at Midnight.**

**The first hot lunch begins Tuesday, September 7th.**

**Hot lunch for October can be ordered beginning  
September 1<sup>st</sup> through September 10<sup>th</sup> at Midnight.**

- You will need to create your student accounts before you order.
- If you are already in the system your Email Address is now your Login (Username)
- **You must re-register your child(ren) and move them to their next grade level and teacher.**
- If you are new or have not ordered in 2021, you will need to create an account.

If you have any questions, please contact Laura Carravallah at 734-453-3053.

Thank you!

# HotLunch online

Welcome to online ordering with Our Lady of Good Counsel School!

Please use this link to sign up and access your account: [Hot Lunch Online](#)

## Adding Students:

1. Select the "Student" Tab.
2. Select "Add a Student".
3. Enter the Student's Last Name, First Name, School and Grade. Press Submit. Repeat for additional students.

## **Ordering Your Meals**

**\*\*Meals are open to order from the 1<sup>st</sup> to the 10<sup>th</sup> of the month only\*\***  
(with the exception of ordering September meals).

1. Select the "Order" tab.
2. Select your student from the drop-down menu (top right of screen).
3. Select meals by clicking the item you want. A complete description will show in a pop-up window. Add desired items to cart.
4. After making your selections, click the "shopping cart" button at the top of the page.
5. Review your order. To change your order, click the "Change" or "Clear Cart". If your order is correct, select "Credit Card" and click "Pay Now".
6. After you have completed your order, please view your "History" tab to verify your order has been placed correctly.

## Frequently Asked Questions:

- **How do I change my password, login email address, or saved payment profile?**
  - Click the down arrow to the right of your email address, then select “Settings.” Update your information and click “Save”.
- **Can I change the name/grade of my students?**
  - YES! Please update your student/s grades each year before ordering. Go to the “User” tab > select “Action” to the right of your student, then “Edit” > Update your desired information > “Save”.
- **How do I check my order status or history?**
  - Select the “History” tab > then “Carts” to check your order status. Once the order has been completed, it will show as “Purchased”. Purchased order history can be viewed in the “Calendar” link in the “History” tab, or on your Order menu. Purchased items are white on your Order menu. Any items displayed on your Order menu in green are waiting to be purchased.
- **Can I add my orders to my family calendar?**
  - Yes. Go to the “History” tab > select “Calendar Subscription” option. Copy the link for each student and add it to your family’s calendar app.
- **Why does my order show as “Pending”?**
  - Orders will show as “Pending” if payment has not been received. If you have already exited the payment screen for this order, you will need to complete a new order.
- **Who do I contact if I have questions about placing an order?**
  - Technical support can be reached toll free at 866-529-2064.
- **Who do I contact if I have questions about the menu or ordering policy?**
  - Contact Laura Carravallah for menu and policy questions at 734-453-3053.