

# The 12th Can PantrySOFT™ Instructions

## Signup & Registration

1. Visit the 12th Can's PantrySOFT™ link at :  
<https://app.pantrysoft.com/login/12thcan>
2. To make a new account, click on "Sign Up"



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### TEXAS A&M THE 12TH CAN

Students, Staff, and Faculty of Texas A&M, please login here

LOGIN AT TEXAS A&M

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Pantry Staff, please login here

Username:

Password:

LOGIN

SIGN UP

[Forgot Password](#)  
[Forgot Username](#)

3. Fill in the required information including first and last Name, username, email, and password. Make sure to sign up using a **TAMU email address** and choose a password that includes both upper and lowercase letters and at least one number.

# TEXAS A&M THE 12TH CAN

## Sign Up

Once you create your account, please login to continue the registration process.

(Passwords must be at least 8 characters long, include both upper and lower case letters, and include at least one number)

<b>First Name *</b>	<b>Last Name *</b>
<input type="text" value="12th"/>	<input type="text" value="Man"/>
<b>Username *</b>	<b>Email *</b>
<input type="text" value="12thman"/>	<input type="text" value="12thman@gmail.com"/>
<b>Password *</b>	<b>Repeat Password *</b>
<input type="password" value="....."/>	<input type="password" value="....."/>

4. Fill out the registration form and the corresponding registration information.

# REGISTRATION DUE

## Primary Household Member Information

### USDA Nondiscrimination Statement

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, sex, disability, age, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA.

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 Agency (State or local) where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program complaint of discrimination, complete the **USDA Program Discrimination Complaint Form**, (AD-3027) found online at:

<https://www.usda.gov/oascr/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 Washington, D.C. 20250-9410;

(2) fax: (202) 690-7442; or

(3) email: [program.intake@usda.gov](mailto:program.intake@usda.gov).

**This institution is an equal opportunity provider.**

**First Name \***

12th

**Middle Name**

G

**Last Name \***

Man

**Age \***

21

**Gender**


[Dropdown menu for Gender]

5. Fill out the contact information. Provide a phone number to opt into SMS Texts for Appointment reminders.

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**Contact Information**

**Email \***

**Phone** 

**Street Address \***

**Apt/Suite/Other**

**Postal Code \***

**City \***


**County \***

**State \***

6. Add household members by clicking on the person icon or remove family members by clicking on the trash icon.

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**Additional Household Members**



**Relationship**

**First Name \***  **Middle Name**  **Last Name \***

**Age \***  **Gender**



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7. Please report the registering household's total monthly income.

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**Household Totals**

Annual Income 0.00

Monthly Income 0.00

**Income Sources**

*Monthly Wages*

8. Select any assistance that the household or any of its members receives.

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**Registration Questions**

*Please Select Any Assistance You Receive:*

- Supplemental Nutrition assistance Program (SNAP)
- Temporary Assistance for Needy Families (TANF)
- Supplemental Security Income (SSI)
- National School Lunch Program (NSLP) (free or reduced price)
- Medicaid

*Are You? \**

Other

*Age \**

18-40

9. Review the entered information, sign the after the agreement statements and click save and continue.

**Signature Scan**

**By signing below, I certify that:**

**(1)** I am a member of the household living at the address provided in Section 1 and that, on behalf of the household, I apply for USDA Foods that are distributed through The Emergency Food Assistance Program;

**(2)** all information provided to the agency determining my household's eligibility is, to the best of my knowledge and belief, true and correct; and

**(3)** if applicable, the information provided by the household's proxy is, to the best of my knowledge and belief, true and correct.

12<sup>th</sup> Man

**CLEAR** **UNDO**

**SAVE AND CONTINUE**

## **Schedule, Edit or Delete a Visit**

1. Visit the 12th Can's PantrySOFT™ link at :  
<https://app.pantrysoft.com/login/12thcan>
2. Click on "Login at Texas A&M"
3. View the available appointments listed under "Schedule a Visit" and click the "+" for the preferred appointment time to register.


## **SCHEDULE A VISIT**

< May 2023 >

May 22, 2023		Monday
12:00pm - 12:30pm		1 Slots 
12:30pm - 1:00pm		1 Slots 



4. Seeing the page "Upcoming Appointment" for confirmation of appointment. Additionally, an email with the confirmed appointment time and date will be sent to the email used to sign up. To edit or cancel an appointment, click on the respective button.

LOGOUT

 5/22/2023 12:00 PM

**UPCOMING APPOINTMENT**

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 EDIT APPOINTMENT  CANCEL APPOINTMENT

- To edit an appointment time, after clicking “Edit Appointment” view the page “Schedule a Visit” to see a list of available appointment times and click on the “+” to register for the new appointment time. An email will be sent to the email address used during signup to confirm the appointment time change.

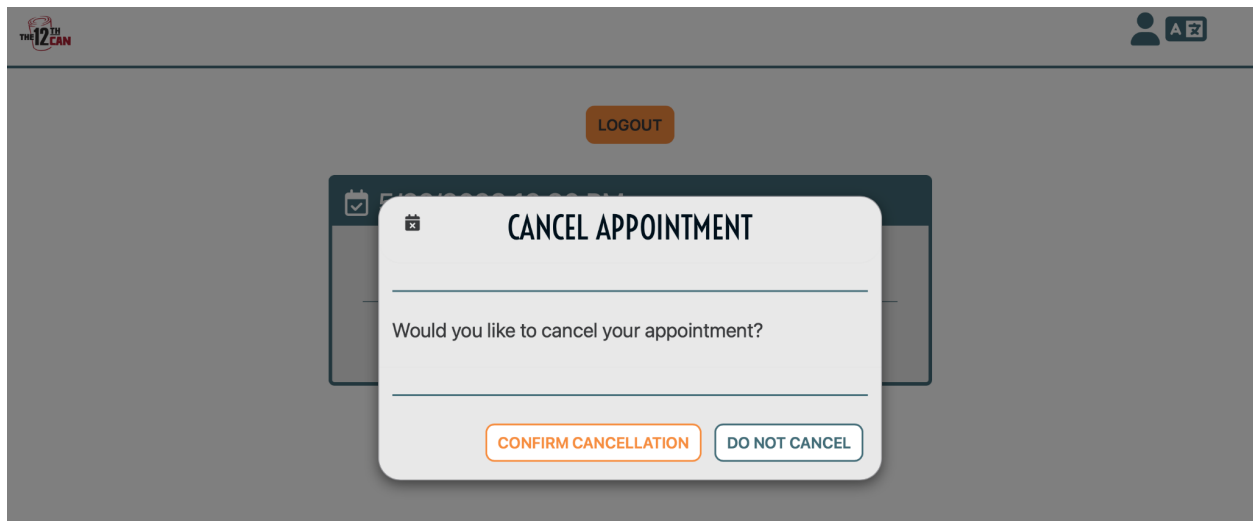
## SCHEDULE A VISIT

CANCEL EDIT

< May 2023 >

May 22, 2023		Monday
12:00pm - 12:30pm		FULL
12:30pm - 1:00pm		1 Slots 

- To cancel an appointment, after clicking “Cancel Appointment”, click “Confirm Cancellation.” An email will be sent to the email address used during signup to confirm the cancellation.



LOGOUT

**CANCEL APPOINTMENT**

Would you like to cancel your appointment?

CONFIRM CANCELLATION DO NOT CANCEL