

Busing Request for Ineligible Students

Space Available Guidelines:

- All request forms must be signed by School Administrator and Parent or Legal Guardian.
- Transportation will determine the number of seats available on a bus.
- Each school in cooperation with the School Community Council will establish guidelines for the method that will be used to issue space available seats.
- Approval of space available seats will be awarded by the Transportation Department.
- Space available seats are approved for the period of one school year.
- Space available seats can be revoked at any time due to increased enrollment.
- A new busing request must be submitted for each new school year.

**** IMPORTANT NOTICE: It is a parent's responsibility for the safety of their student to and from the bus stop.**

School: _____ Date _____

Students Name: _____ District ID # _____

Address: _____ Grade _____

Home Phone: _____

Is this student attending your school on a Special Permit? YES NO

This request is to ride:(Circle) AM PM BOTH MIDDAY IN MIDDAY OUT

If requesting bus service to a daycare provider, please provide information below:

Day Care Providers Name: _____

Day Care Address: _____ Day Care Phone: _____

Day Care Relationship (if any) _____

Parent / Legal Guardian Signature: _____

School Administrators Signature: _____

Below this line for Transportation Use Only

Is this student eligible for busing from their home address? YES NO

If yes, what bus # are they eligible to ride? _____

Bus Stop Location:

Bus # _____

Stop Address: _____

Information verified at Transportation by: _____ Date: _____

Approved _____ Denied _____ Reason _____