



Return Completed Form to:
Rochester City School District Transportation Dept.
 835 Hudson Avenue
 Rochester, NY 14621-4897

2009-2010 SCHOOL YEAR

Application for Pupil Transportation for **Residents** of the **City** of Rochester to **Non Public Schools**

Please complete one application for each pupil. ***A new application must be submitted each year by April 1st.***

Please print or type

Student's ID# _____ Student's Name _____

Home Address _____ Apt _____ Zip _____

Pick up if different from home _____

Drop off if different from home _____

Grade _____ Male _____ Female _____ Student Birth Date ____/____/____

Kindergarten: _____ AM _____ PM _____ Full Day _____

Parent's Home Phone _____ Work Phone _____ Extension _____

Emergency Contact: _____ Phone: _____ Extension _____

School Attending 2009-2010 _____

Address of Attending School _____ Zip _____

➤ **Parents of Applicants: Please Familiarize Yourself With Requirements on Reverse Side of This Form**

During the school year, complete only one section (A or B as appropriate)

A Change of Home Address (During the 2009–2010 School Year) Effective Date ____/____/____
 Old Home Address _____ Apt. _____ Zip _____

B Change of School Attended (During the 2009–2010 School Year) Effective Date ____/____/____
 Last School 2009–2010 _____

My child lives more than one and one-half (1.5) miles from the school attended and I do hereby apply for free transportation.

Print Parent Name _____

Signature of _____

Parent or legal guardian _____

Date _____

Bus Route Information **FOR OFFICE USE ONLY**

For office use only

 school code

Old Route Information _____

A.M. Route No. _____ Time _____ Effective _____

Location _____

P.M. Route No. _____ Time _____ Effective _____

Location _____

City School District

_____ RTS Pass
 _____ Other Reason for acceptance

Mailed Denial on:
 Date _____
 _____ Under 1.5 miles
 _____ Out of District
 _____ Under 5 years old
 Rochester, New York

TO ENSURE TRANSPORTATION AT THE OPENING OF SCHOOL IN SEPTEMBER, APPLICATIONS MUST BE IN THE TRANSPORTATION OFFICE BY APRIL 1, 2009.

Applications received after April 1, 2009, will be assigned to appropriate transportation as soon as possible. Late applications (after August 1st) can result in a delay in transportation due to the high volume of transportation requests and changes prior to the start of school.

Please Note: A new application must be submitted every year for each student attending Non Public Schools.

ELIGIBILITY REQUIREMENTS FOR TRANSPORTATION:

Any **RESIDENT** pupil who attends a regular day school program, in grades kindergarten through twelve, in an approved **PUBLIC, PAROCHIAL, PRIVATE, or PRIVATE-PAROCHIAL** school is entitled to transportation if he or she qualifies according to the following conditions:

A pupil in grades kindergarten through 12 who resides with his or her parent or legal guardian within the City limits of Rochester and who lives more than one and one-half miles from the school attended will be issued **FREE TRANSPORTATION** in accordance with Board of Education policy.

TRANSPORTATION IS PROVIDED TWICE EACH DAY SCHOOL IS IN SESSION. ONCE FROM HOME TO THE SCHOOL ATTENDED AND ONCE FROM THE SCHOOL ATTENDED TO HOME.

TRANSPORTION IS NOT PROVIDED FOR ADDRESSES OUTSIDE THE CITY OF ROCHESTER.

TRANSPORTATION ASSIGNMENTS:

Transportation for elementary students in grades K - 6 are on yellow bus. Secondary students in grades 7 - 12 are primarily on Regional Transit Service buses.

Eligible applicants will be assigned to transportation and notified by mail before the opening of school regarding the child's route number, bus stop location, and the approximate time of pick up. **Please make a record of your child's route assignment in case you need to call the Transportation Department.** Students should be at their stop at least five to ten minutes before the scheduled time. If a student is assigned to Regional Transit Service, a bus pass will be sent in the mail.

SCHOOL TRANSFER OR CHANGE OF ADDRESS:

If a pupil has a school transfer or change of address during the school year, a new application must be filled out. An application for school transfer or change of address may be obtained from the school office or the Transportation Department. A pupil whose new address is remote from a chartered route will be issued a Regional Transit Pass.

PLEASE COMPLETE THE APPLICATION ON THE REVERSE SIDE OF THIS LETTER AND RETURN IT TO THE DEPARTMENT OF PUPIL TRANSPORTATION. QUESTIONS CONCERNING THE PUPIL TRANSPORTATION PROGRAM SHOULD BE DIRECTED TO THE OFFICE OF THE SCHOOL ATTENDED OR THE DEPARTMENT OF PUPIL TRANSPORTATION AT 336-4000.

STUDENTS ATTENDING PUBLIC SCHOOLS WITHIN THE CITY NEED NOT APPLY

Maria Mello-Dupre
Director of Pupil Transportation