



Request for Transportation Form

Akron Public Schools * Central Registration/Transportation
Attn: Ramona Carroll

70 N. Broadway Street * Room 16 * Akron, OH 44308
Phone: (330) 761-2738 Fax: (330) 761-3224

Paperwork may also be scanned to: rcarroll@apslearns.org

OFFICE USE ONLY

Date
Stamp
only

<input type="checkbox"/> Eligible	<input type="checkbox"/> Not Eligible: _____
<input type="checkbox"/> Mileage	<input type="checkbox"/> Under 2 miles
<input type="checkbox"/> APS Bus	<input type="checkbox"/> Petermann <input type="checkbox"/> PCON
<input type="checkbox"/> Letter Sent	<input type="checkbox"/> Student ID

The parent/guardian is responsible for completing this form and turning it in to Akron Public Schools Central Registration/Transportation located at the address listed above.

Schools are not required to turn this application in for transportation arrangements.

ALL REQUESTS FOR TRANSPORTATION MUST HAVE THIS COMPLETED FORM ALONG WITH CURRENT PROOF OF RESIDENCY (POR) NO MORE THAN 60 DAYS OLD; PHONE CALL REQUESTS ARE NOT ACCEPTED.

*This form **MUST** be turned in to Central Registration/Transportation **no later than 4 weeks prior** to the start of the first day of school of your choice of attendance. Changes throughout the school year may take 10-15 days to process.*

This form MUST be completed any time there is a change of address and/or school of attendance. The following information is helpful in determining your student's transportation service: birth certificate of student and proof of residence (POR). *You are also required to provide custody documentation for any type of custody – temporary or permanent. Please list both parent/Guardian names and sign the application together if you reside together.*

A valid **POR (proof of residency)** may be attached to this form. A valid **POR** is a **current** utility bill, bank statement, medical bill, credit card bill, computerized rent receipt, paystub, lease with parent/guardian name, address, beginning and end date of lease, and signatures of both landlord and tenant/s. Date of issue must be legible on all documents provided. Hand-written receipts are not valid forms of residency.

School Bus stops may be up to a 1/2 mile from residential address. All bus stops are located at corners. Students are to be at bus stops 5 minutes **prior** to bus stop time. **Buses do not wait for students.** Kindergarten and 1st grade students require a parent/guardian or older sibling to be at the bus stop for AM and PM pick-up/drop-off times. If transportation is not used for 10 consecutive school days, it may be considered invalid. Parent will then be responsible to notify Akron Public Schools Transportation Services or contracted vendor to reinstate transport services at already previously approved stop.

Transportation is only provided to students in grades KG – 8th per APS district policy. APS does not transport pre-school or High School students in grades 9-12. Transportation is provided for students over 2.0 from school of enrollment.

All students who are eligible for transportation will be placed on an APS school bus, contracted school bus, provided a metro bus pass or considered for payment-in-lieu. When provided a metro bus pass, it is the parent/guardian's responsibility to determine a valid bus line for service. *If there is a bus stop available, there will not be Payment-In-Lieu made available.* You must meet eligibility requirements for Payment-in-Lieu status. **Payment-in-Lieu status begins at time of date stamp and approval, not retroactively.**

You must meet eligibility requirements in order for transportation to be provided to your student(s). Eligibility requirements include, but are not limited to, completed RFT, accurate and current POR, mileage qualifications, time restraint qualifications, and/or custody. If you are denied, you will receive a one-time written notification regarding said denial. The denial (unless mileage/time restraint) may be amended with proper documentation being received by the Central Registration/Transportation office.

Please complete the back of this RFT (Request for Transportation Form) so that transportation may be provided. Failure to complete this application in its entirety and/or turn in required documentation can substantially delay transportation.



Akron Public Schools Request For Transportation 2016-2017

****This form may not be turned in to Central Registration/Transportation prior to April 1, 2016.****

Please fill in and mark all that apply:

First day of enrollment at school of attendance: _____

Date of Request: _____
For School Year: _____

New Student/School Year Application
 Change of Address Application

Requesting Bus Transportation
 Change of School Application

YOU MAY LIST UP TO 5 CHILDREN ON THIS FORM, AS LONG AS THEY RESIDE IN THE SAME HOUSEHOLD WITH PARENT/GUARDIAN, AND ATTEND THE SAME SCHOOL. ONLY ONE SCHOOL MAY BE LISTED PER APPLICATION. PLEASE MARK THE APPROPRIATE SCHOOL OF ATTENDANCE BELOW:

- | | | |
|--|---|--|
| <input type="checkbox"/> (12060) Akros Middle School | <input type="checkbox"/> (113050) Arlington Christian Academy | <input type="checkbox"/> (60657) Chapel Hill Christian – North |
| <input type="checkbox"/> (71571) Chapel Hill Christian – South | <input type="checkbox"/> (134221) Colonial Prep | <input type="checkbox"/> (134460) Cornerstone Community School |
| <input type="checkbox"/> (67611) CVCA Christian | <input type="checkbox"/> (133538) Edge Academy | <input type="checkbox"/> (120865) Emmanuel Christian Academy |
| <input type="checkbox"/> (143248) Faith Islamic | <input type="checkbox"/> (11381) GSELC/SCOPE | <input type="checkbox"/> (57513) Holy Family |
| <input type="checkbox"/> (14121) Imagine Leadership | <input type="checkbox"/> (11947) Imagine Kindergarten | <input type="checkbox"/> (57232) Immaculate Heart of Mary |
| <input type="checkbox"/> (64915) Lake Center Christian | <input type="checkbox"/> (14066) Main Street Prep | <input type="checkbox"/> (54171) Mayfair Christian Academy |
| <input type="checkbox"/> (134213) Middlebury Academy | <input type="checkbox"/> (10210) Northside Christian Academy | <input type="checkbox"/> (60848) Old Trail |
| <input type="checkbox"/> (56937) Our Lady of the Elms | <input type="checkbox"/> (60368) Redeemer Christian Academy | <input type="checkbox"/> (10582) S.U.P.E.R. Learning Center |
| <input type="checkbox"/> (57729) Sacred Heart | <input type="checkbox"/> (126599) Seton Catholic | <input type="checkbox"/> (96693) Spring Garden Waldorf |
| <input type="checkbox"/> (56994) St Anthony of Padua | <input type="checkbox"/> (57182) St. Augustine | <input type="checkbox"/> (57018) St. Francis de Sales |
| <input type="checkbox"/> (57034) St. Hilary | <input type="checkbox"/> (57240) St. Joseph – Cuyahoga Falls | <input type="checkbox"/> (60062) St. Joseph – Mogadore |
| <input type="checkbox"/> (57067) St. Mary | <input type="checkbox"/> (57075) St. Matthew | <input type="checkbox"/> (57083) St. Paul |
| <input type="checkbox"/> (60962) St. Sebastian | <input type="checkbox"/> (5709) St. Vincent | <input type="checkbox"/> (12627) STEAM Academy |
| <input type="checkbox"/> (133587) Summit Academy – Elem. | <input type="checkbox"/> (132779) Summit Academy – Middle | <input type="checkbox"/> (96966) Summit Christian School |
| <input type="checkbox"/> (65722) The Lippman School | <input type="checkbox"/> (14063) University Academy | <input type="checkbox"/> Other: _____ |

Please print all information listed below:

Student Name: _____	Grade: _____	Birthdate: _____
Student Name: _____	Grade: _____	Birthdate: _____
Student Name: _____	Grade: _____	Birthdate: _____
Student Name: _____	Grade: _____	Birthdate: _____
Student Name: _____	Grade: _____	Birthdate: _____
Student Name: _____	Grade: _____	Birthdate: _____

School use only!
Student SSID #
ID _____
ID _____
ID _____
ID _____
ID _____
ID _____

The above-named student(s) reside/s at the following address **with** parent/guardian(s):

Parent/Guardian Name(s): _____

Relationship: _____ Legal Guardianship: Yes No Temp Permanent

Address: _____ Apt: _____

City: _____ OH Zip Code: _____ Phone Number: _____

Additional phone number(s): _____

By completing this form and turning it in to Central Registration/Transportation you agree to all the stipulations listed herein.

Parent/Guardian Signature: _____ Date: _____

RFT – revised 3/16

****NOTE: Schools are required to provide a student roster of all enrolled and withdrawn students for verification purposes on a monthly basis. Failure to do so could cause a delay in transportation.**