



ALTERNATE TRANSPORTATION REQUEST

TD-2
JAN 2012

This form is used only if requesting an alternate bus stop. Complete ONE FORM for each student, each year. In most cases, this form requires a minimum of seven (7) days to be processed by the Director of Transportation.

Student Legal Name: _____
FIRST MIDDLE LAST

Preferred Name: _____ Date of Birth: ____ / ____ / ____
IF BLANK, STUDENT WILL BE CALLED BY FIRST NAME AS ABOVE

Home Address: _____
LEGAL RESIDENCE – NO PO BOXES

SCHOOL

- BG High School
- Penta Career Center
- BG Middle School
- Conneaut ES

- Crim ES
- Kenwood ES
- Ridge ES
- BGCA

- Montessori
- St. Aloysius
- St. Louis
- _____

GRADE

- 01 02 03 04 05
- 06 07 08
- 09 10 11 12

PROGRAM

- Woodlane (10) Other _____
- CRC/PATHe (15) _____
- Jordan Center (16) _____

- K (AM) K (PM) K (Day)
- P (AM) P (PM)

The signature below of the parent/guardian constitutes acknowledgement of and agreement with each of the following items:

- A. The above named student must be picked up at the same approved bus stop, Monday through Friday.
- B. The above named student must be dropped off at the same approved bus stop, Monday through Friday.
- C. The pick up and drop off locations may be different from one another.
- D. Existing bus routes will not be modified to accommodate this request.
- E. If a request is approved, it can be revoked by the Director of Transportation.
- F. No exceptions can be made to the criteria.

PICK UP:

I AM REQUESTING THE ABOVE NAMED STUDENT TO BE **PICKED UP** AT A BUS STOP WITHIN ONE-HALF MILE OF THE FOLLOWING STREET ADDRESS:

PRINTED PHYSICAL STREET ADDRESS – NO LANDMARK OR BUSINESS NAMES

DROP OFF:

I AM REQUESTING THE ABOVE NAMED STUDENT TO BE **DROPPED OFF** AT A BUS STOP WITHIN ONE-HALF MILE OF THE FOLLOWING STREET ADDRESS:

PRINTED PHYSICAL STREET ADDRESS – NO LANDMARK OR BUSINESS NAMES

Signature of Parent/Guardian: _____

Date: _____

Phone: _____

TRANSPORTATION DEPARTMENT USE ONLY

APPROVED _____ / _____ / _____

DENIED _____ / _____ / _____

REVOKED _____ / _____ / _____

AM Bus _____ / _____ AM Stop _____

PM Bus _____ / _____ PM Stop _____