



Rochester City School District
131 West Broad Street
Rochester, New York 14614
(585) 262-8100

2019-2020 SCHOOL YEAR

Application for Pupil Transportation for Residents of the City of Rochester to Non Public Schools.
A new application must be submitted each year by April 1st. Please complete one application for each student.

In order to avoid delays, please print and write legible.

School Attending 2019-2020 _____

Student ID# _____ Student Name _____

Grade _____ Student Date of Birth ____ / ____ / ____ Gender ___ M ___ F

Home Address _____ Apt _____ Zip _____

Parent's Home Phone _____ Work Phone _____ Extension _____

Emergency Contact _____ Phone _____ Extension _____

Pick up location if different from home (Only for Students in Grades K-8 and must be for 5 consecutive days) _____

Drop off location if different from home (Only for Students in Grades K-8 and must be for 5 consecutive days) _____

Please check if your child has either of the following:

IEP

504 Plan

Signature of Parent or Legal Guardian _____ Date _____

I have completed this form in its entirety and read the important information on the reverse side.

Print Parent or Legal Guardian Name _____

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This section is FOR OFFICE USE ONLY

School Code

Check if apply and attach supporting documents if needed:

___ Foster Care ___ McKinney Vento Act ___ Parent/Legal Guardian Disability (Grades K-2 only)

___ Student Medical Disability

Application denied:

___ Application Incomplete ___ Other _____

**THE NEW YORK STATE EDUCATION LAW STATES THAT REQUESTS FOR
TRANSPORTATION TO NON-PUBLIC & CHARTER SCHOOLS MUST BE SUBMITTED TO THE
TRANSPORTATION OFFICE BY APRIL 1st**

(Applications submitted after June 1st will experience delay in service)

Charter Schools

Return Completed Form to:
Rochester CSD Student Placement Office
131 West Broad Street
Rochester, NY 14614
Attn: Joanne Bakeman
Email Address: Joanne.Bakeman@rcsdk12.org

Private or Parochial Schools

Return Completed Form to:
Rochester CSD Student Placement Office
131 West Broad Street
Rochester, NY 14614
Attn: Robyn Griffin
Email Address: Robyn.Griffin@rcsdk12.org

Transportation is provided based on the Rochester City School District calendar. The district calendar can be found at www.rcsdk12.org. When the Rochester City School District is closed for any reason, we do not provide transportation service. Please call your school for information regarding transportation service on these days.

ELIGIBILITY REQUIREMENTS FOR TRANSPORTATION:

Any resident pupil who attends a regular day school program, in grades kindergarten through twelfth, in an approved private, parochial or charter school is entitled to transportation if he or she qualifies according to the following conditions:

A student must live over 1.5 miles from school in order to be eligible for transportation.

If using a babysitter address:

- Must be over 1.5 miles from school.
- Must be Monday – Friday.
- Must be in the City of Rochester.
- Only for students in Grades Kdg – 8th.

The school attended must be within 15 miles of the residence.

NOTE: TRANSPORTATION IS NOT PROVIDED TO ANY ADDRESS OUTSIDE THE CITY OF ROCHESTER.

CHANGE OF SCHOOL OR ADDRESS:

If a student has a change of school or address during the school year, a new application must be completed.

TRANSPORTATION ASSIGNMENTS:

Transportation for elementary students in grades Kindergarten through sixth are on yellow bus.

Transportation for secondary students in grades seventh through twelfth may be yellow bus or Regional Transit Service (RTS) depending on the school.

Eligible applicants will be assigned transportation and notified by mail. If a student is assigned to Regional Transit Service, a temporary bus pass will be sent in the mail and the permanent pass issued by the school.

Due to the many steps necessary to accommodate your request and to provide safe transportation to all students, please note that changes may take 5-10 business days to go into effect.

Wayne Kittelberger
Director of Pupil Transportation