

REQUIRED ITEMS FOR COMPLETION

- Form request type (ONLY ONE TYPE)
- School of attendance (ONLY ONE SCHOOL)
- Student Name
- Student Birthdate
- Student Grade Level
- Guardian and/or Alternate Transportation Party Name
- Relationship to Student—**must notify of change**
- Complete Address—**must notify of change**
- Contact Number/s—**must notify of change**
- Guardian Email—REQUIRED; **must notify of change**

APPLICABLE DOCUMENTATION

*** Proof Of Residency -**

Must be one of the following that is current, no more than 60 days old with visible statement/ process date:

Bank Statement, Paystub, Billing Statement, Letter from Government or Legal Agency, Lease, Computerized Rental Receipt, Utility Bill or Turn On Notification, USPS Change of Address Confirmation Letter, etc. **No Handwritten, mass mailers, or junk mail will be accepted.**

***Custody Information (if applicable)**

Must be court stamped and in its entirety

*** Birth Certificate (if applicable)**

It is strongly suggested to provide a birth certificate for **all incoming KG/new to school students** and students that **have never been enrolled** in Akron Public Schools to enable quick processing of your request

TRANSPORTATION CONTACT INFO

Akron Public Schools 330-761-1390 EXT 1
Petermann Bus Co. 330-773-4222
Student Services/Transportation 330-761-2738

*****DO NOT USE THIS FORM*** for students who are in High School or attend any Akron Public School! *Guardians of High School Students (9th–12th) must contact M. Freeman for a Metro bus pass at (330) 761-2961 or mfreeman@apslearns.org.*

RFT GENERAL INFORMATION

- **Must reside within the Akron Public School District! Not eligible for out-of-district students.**
- Yellow Bus transportation service only
- May list up to 4 students on this form
- Only **one** school may be listed per form
- Must be from a residential, **not business address**, and reside **over 2.0 miles** from school of attendance
- Must be within 30 min or less travel time by bus
- **Required yearly** and/or any time there are changes in school, address, and/or guardianship
- Must be turned in **4 weeks prior to school starting** at the beginning of school year for transportation service when school starts
- May apply year-round once school is in session
- **Late entry** at beginning of school year may cause a **10-14 business day delay** in processing (not counting holidays and weekends)
- Payment-in-Lieu eligibility is at the sole discretion of Akron Public Schools.
- Denial letters for missing documentation or change in status will be mailed to residence on file
- Can re-apply at any time

BUS STOP INFORMATION

- **Stops may be up to 1/2 mile from residence**
- Students must be at stop 5 minutes prior to scheduled pick-up time to assure timely operation
- Buses will not wait for students for more than **1 min** from normally scheduled departure time
- KG & 1st grade students must be accompanied at stop location by an adult
- Services cancelled after 15 school days of inactivity
- When Akron Public Schools is closed for inclement weather, no transportation services will be provided.

This form is NOT to be used for students attending any Akron Public School or students attending any High School



**Akron Public
Schools.**

Request For Transportation Services Form

For 2022-2023 school year

**For Use By Charter, Parochial &
Non-Public School Students in
Grades KG—8th only**

Legal Guardians are required to complete and return this form with required documentation to Akron Public Schools for consideration of transportation services—NOT SCHOOLS

*Helping to serve our Community, Schools,
and Families one child at a time!*

Please note requirements listed under each heading; Only **ONE FORM TYPE** may be chosen:

☐ **Updated/New Student**

***REQUIRES THE FOLLOWING ITEMS TO BE PROVIDED OR THERE WILL BE A DELAY IN SERVICE:**

- ☐ **Current, Visibly Dated Proof of Residency**
- ☐ **Copy of Birth Certificate Highly Suggested**
(may delay processing without birth certificate)

- ◆ New to School, Moved, or Changed Address
- ◆ New to Transportation Services/Never received services for **this school year**
- ◆ Change of Custody/Guardianship

☐ **Renewal With No Changes**

***Student received transportation services to the exact same school for the duration of the 2021-2022 school year with no changes from the exact same address and same school of attendance**

- ◆ At Same School as previous year
- ◆ At Same Address as previous year
- ◆ Same Guardian as previous year

☐ I am requesting **AM & PM service (optional)**

☐ I am requesting **AM pick-up ONLY (optional)**

☐ I am requesting **PM drop-off ONLY (optional)**

Akron Public Schools provides a variety of transportation services to our community. We offer transportation services via an APS yellow bus, a contracted yellow bus provider, or a stipend, called payment-in-lieu, for parent transporting their student/s when necessary.

Akron Public Schools Transportation Department is the solely responsible for deciding who is eligible for the payment-in-lieu stipend. A request cannot be made to solely receive payment-in-lieu instead of riding a yellow bus should a bus be available. You may choose to refuse all types of transportation services provided by marking the box below.

☐ I do not wish to be given any type of transportation services, including payment-in-lieu reimbursement and/or physical yellow bus service.

By refusing services, I realize that **there will not be any form of service provided to me/my student. This means that I am willfully choosing to transport my student on my own.** Should I change my mind, I will need to reapply for services in the future.

RETURN TO:

Akron Public Schools
Student Services /Transportation, Rm 513
10 North Main Street, Akron, OH 44308

FAX: (330) 761-2960

EMAIL: transrft@apslearns.org

****Schools are not required to complete or return this form in to APS**

****For 2022/2023 School Year Only****

****You may only request ONE SCHOOL**

___ Akron Preparatory School	13254
___ Akros Middle School	12060
___ Arlington Christian Academy	113050
___ Chapel Hill Christian—NORTH	60657
___ Chapel Hill Christian—SOUTH	71571
___ Canton College Preparatory	13255
___ Case Preparatory (formerly University)	19221
___ Cornerstone Community	134460
___ CVCA Christian	67611
___ Eagle Academy (formerly STEAM)	12627
___ Edge Academy	133538
___ Emmanuel Christian Academy	120865
___ Faith Islamic	143248
___ GSELC/SCOPE	11381
___ Holy Family	57513
___ Imagine Leadership (1st-6th only)	14121
___ Imagine Akron Academy (KG only)	11947
___ Immaculate Heart of Mary	57232
___ Julie Billiart of St Sebastian	16974
___ Lake Center Christian	64915
___ Main Street Preparatory	14066
___ Mayfair Christian Academy	54171
___ Middlebury Academy	134213
___ Our Lady of The Elms (KG-8th only)	56937
___ Old Trail	60848
___ Redeemer Christian School	60368
___ S.U.P.E.R. Learning Center	10582
___ Spring Garden Waldorf	96693
___ St. Anthony of Padua	56994
___ St. Augustine	57182
___ St. Francis de Sales	57018
___ St. Hilary	57034
___ St. Joseph—Cuyahoga Falls	57240
___ St. Joseph—Mogadore	60012
___ St. Mary	57067
___ St. Sebastian	60962
___ St. Vincent de Paul	57109
___ Summit Academy Elementary	133587
___ Summit Academy Middle	132779
___ Summit Christian School	96966
___ The Lippman School	65722
___ Total Education Solutions	17448

OTHER: _____

*****NOT FOR AKRON PUBLIC SCHOOLS STUDENTS*****

ALL information is REQUIRED to be filled in

1st Student: _____

DOB: _____ Grade: _____ [FOR OFC USE ONLY]

2nd Student: _____

DOB: _____ Grade: _____ [FOR OFC USE ONLY]

3rd Student: _____

DOB: _____ Grade: _____ [FOR OFC USE ONLY]

4th Student: _____

DOB: _____ Grade: _____ [FOR OFC USE ONLY]

***All of the information below is REQUIRED to be legible and completed by the ADULT requesting transportation services for their student/s:**
(NOTE: If requestor is married and residing together, **BOTH** names must appear on form or requestor may be considered a single parent and may require additional custody documentation)

***Requestor Name:** _____

***Relationship to Student:** _____

***Legal Guardian?** ___ Yes ___ No ***Custody** ___ Yes ___ No

Court Case Number: _____

___ Divorced/Residential ___ Court-Placed

***Address:** _____

***Apt.** _____ ***City:** _____ **OH** ***Zip:** _____

***Guardian Email:** _____

(Email is **required** to received routing information)

***All-Call Number:** _____

***First Contact Number:** _____

By signing and dating this form (required), I agree that I have read and agree to the stipulations listed.

Furthermore, I am requesting consideration for transportation services for the above-named student/s. I realize that completion of this formal request **DOES NOT GUARANTEE** transportation services for my student/s.

X _____ X _____
Signature of Requestor Date

SCH USE ONLY: ___ MKV

APS USE ONLY: DBCER ___ DIPOR ___ DCUST ___ DRIFT ___ DMISC /DDIST _____