

### 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, too**
- Contact Number/s —**must notify of change, too**
- Guardian Email

### APPLICABLE DOCUMENTATION

#### \* Proof Of Residency -

**Must be current, no more than 60 days old**

*Can be One of the following:*

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

#### \*Custody Information (if applicable)

Must be court stamped and in its entirety

#### \* Birth Certificate (if applicable)

It is 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 request

#### Transportation Contact Info:

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

**\*\*NOTE: Guardians are required /responsible to complete and submit this form to Akron Public Schools. Schools are not responsible for this.**

### RFT GENERAL INFORMATION

- Must reside within the Akron Public School District
- 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 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 **10-15 business day delay** in processing (not counting holidays and weekends)
- Payment-in-Lieu is at the discretion of Akron Public Schools.
- Denial letters for missing documentation or change in status will be mailed to residence
- 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.

# Request For Transportation

For  
Charter, Parochial  
&  
Non-Public Schools

Grades KG - 8th only



## Akron Public Schools®

**This form is NOT for students attending any Akron Public School**

*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**

- ◆ New to School, Moved, or Changed Address
- ◆ New to Transportation Services for **this school year**
- ◆ Change of Custody/Guardianship
- Requires Current, Visibly Dated Proof of Residency**
- Copy of Birth Certificate Highly Suggested**

**Renewal With No Changes**

- ◆ At Same School as previous year
- ◆ At Same Address as previous year
- ◆ Same Guardian as previous year
- Received Transportation Services previous year**

**Alternate Transportation**

- ◆ **Requesting service To A Different Residential Address**

**\*\*Alternate Transportation is at the sole discretion of Akron Public Schools. We are not legally required to provide transportation from any residence other than home residence.**

**Alternate Transportation is not guaranteed.**

**NOTE: The HOME RESIDENCE is required to be eligible/qualify for transportation services BEFORE any alternate transportation services would be considered.\*\***

**Items Required for Alternate Transportation:**

- ◆ **Updated/New Student** form for home residence
- ◆ **Alternate Transportation** form for other residential address
- ◆ Current Proof of Residency for **BOTH** residential addresses (with visible process date of service)
- ◆ **Notarized Letter** Requesting Transportation from other residential address that must be signed by **BOTH** Residential Guardian **AND** Other Residential Party

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

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

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

**I am choosing to opt out of and am refusing ALL types of transportation services, including reimbursement via payment-in-lieu. I realize that I am free to reapply at another time. By checking this, I know NO TRANSPORTATION SERVICES WILL BE GIVEN.**

**RETURN TO:**

Akron Public Schools  
 Student Services /Transportation, Rm 513  
 10 North Main Street, Akron, OH 44308  
**FAX:** (330) 761-3224 or (330) 761-2960  
**EMAIL:** rcarroll@apslearns.org

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

**\*\*Only ONE SCHOOL may be marked**

**\*\*For 2021/2022 School Year Only\*\***

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

OTHER: \_\_\_\_\_

**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.**

**ALL information is REQUIRED to be filled in:**

1st Student: \_\_\_\_\_

DOB: \_\_\_\_\_ Grade: \_\_\_\_\_ [OFC USE ONLY]

2nd Student: \_\_\_\_\_

DOB: \_\_\_\_\_ Grade: \_\_\_\_\_ [OFC USE ONLY]

3rd Student: \_\_\_\_\_

DOB: \_\_\_\_\_ Grade: \_\_\_\_\_ [OFC USE ONLY]

4th Student: \_\_\_\_\_

DOB: \_\_\_\_\_ Grade: \_\_\_\_\_ [OFC USE ONLY]

**REQUESTOR of Transportation Services is REQUIRED to be complete the below information**

**Parent/Guardian Information**

(NOTE: If requestor is married **AND** residing together, **both names must appear** on form or only requestor may provide proof of residency)

**Alternate Transportation Information**

**\*The information below is to be legible and completed by the ADULT requesting services:**

Requestor Name: \_\_\_\_\_

Relationship to Student: \_\_\_\_\_

Legal Guardian?  Yes  No

Custody  Yes Case Number: \_\_\_\_\_

Divorced/Residential  Court-Placed  No

Address: \_\_\_\_\_

Apt. \_\_\_\_\_ City: \_\_\_\_\_ OH Zip: \_\_\_\_\_

Contact Email: \_\_\_\_\_

All-Call Number: \_\_\_\_\_

First Contact Number: \_\_\_\_\_

**By signing and dating this (required), I agree that I have read and agree to the stipulations listed. Further, I am requesting consideration for transportation services for the above-named student/s.**

X \_\_\_\_\_ X \_\_\_\_\_  
 Signature of Requestor Date

School Use ONLY:  MKV APS Use ONLY: APPRV  DMILE  DIPOR  DCUST  DDIST/DMISC \_\_\_\_\_