

HOWARD COUNTY PUBLIC SCHOOL SYSTEM APPLICATION FOR ALTERNATE BUS SERVICE

(Permission to ride two different buses)

Parents/Guardians may request long term permission for their child to ride two different buses for **daycare and medical emergencies only**. Requests related to sleepovers, school projects, girl/boy scout meetings, piano lessons, tutoring, etc. will be denied. This form is **not required** for kindergarten students riding to and from the same location.

1. **Permission to ride two different buses may be terminated on very short notice if space is no longer available on the alternate bus.**
2. **The Pupil Transportation Office will be entirely responsible for determining available space on each bus.**
3. The alternate bus schedule must be consistent throughout the school year.
4. Additional school bus stops will not be added.
5. Both the home address and the alternate address must be in the "transported" area of the school.
6. The home address and the alternate address must be located in the same school district for transportation to be provided.
7. Requests for alternate bus service will be permitted for one alternate bus only.
8. **The parent/guardian is responsible for making sure that the student knows which bus to ride on any given day.**

Full Name of Student	Mother's Name	Work Phone
Home Address	Father's Name	Work Phone
City	State	ZIP
Home Telephone	Name of School	
	Grade, if Kindergarten, indicate AM or PM	

Regular Bus Stop Location: _____ **Bus #:** _____

Schedule Requested (please circle):

Pick-up:	Daily	Monday	Tuesday	Wednesday	Thursday	Friday
Drop-off:	Daily	Monday	Tuesday	Wednesday	Thursday	Friday

Alternate Bus Stop Location: _____ **Bus #:** _____

Schedule Requested (please circle):

Pick-up:	Daily	Monday	Tuesday	Wednesday	Thursday	Friday
Drop-off:	Daily	Monday	Tuesday	Wednesday	Thursday	Friday

Name of Person who will be Responsible for Student at the Alternate Bus Stop Telephone # _____

Signature of Parent/Guardian: Date: _____

Return to: Pupil Transportation Office Howard County Public School System 10910 Route 108 Ellicott City, MD 21042 FAX # 410-313-6731	Approved: _____ Disapproved: _____ Disapproved Reason: _____
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After approval/disapproval has been made, distribution is as follows:
 Pupil Transportation Office-White Parent-Green School-Canary Bus Contractors-Pink and Goldenrod