



# SHEBOYGAN AREA

## SCHOOL DISTRICT

### 2022-23 STUDENT TRANSPORTATION APPLICATION FOR NON-ELIGIBLE STUDENTS

All Transfer Requests are approved with the understanding that transportation is the parents'/guardian's responsibility. However, from time to time some of the Prigge's buses have available space. In these situations, the school district may be able to provide transportation for your child. Approval of Applications would be on a year-to-year basis and would have to comply with the conditions set forth below.

1. Applications will be accepted at any time during the school year. The Student Transportation Department will require three weeks to process your request. Parents/guardians will receive a written response to their request.
2. Requests for transportation will only be approved if there is **no additional cost** to the Sheboygan Area School District.

The following criteria will apply:

- a. The district will not re-route a bus to accommodate the request.
  - b. Only existing bus stops will be used.
  - c. Space availability will be determined by assigned ridership for programs/schools.
3. During the course of a school year if the bus your child has been assigned becomes filled beyond capacity of the bus, your child will no longer receive transportation and parents/guardians will receive three weeks advance written notification of that fact.
  4. If your child is assigned to a bus stop that at some point is no longer needed for a bus eligible student, we will attempt to move your child to the nearest bus stop to your original request. Please note if this happens and there is not a bus stop available, your child will no longer be able to receive transportation and parents/guardians will receive three weeks advance written notification of that fact.
  5. All applications received in the Student Transportation Office will be considered for approval. Applications will be processed on a first come, first serve basis.
  6. **Applications are required each school year.**



STUDENT TRANSPORTATION OFFICE (920-459-3569)  
SHEBOYGAN AREA SCHOOL DISTRICT



**2022-23 STUDENT TRANSPORTATION APPLICATION FOR NON-ELIGIBLE STUDENTS**

**DIRECTIONS: Please read and agree to the criteria on the reverse side. Then complete this form in its entirety.**

This form is only for students who have been approved for transfer to a school outside of their attendance area (school-choice) or out of district address students (open enrollment).

School (2022-23) \_\_\_\_\_ Date \_\_\_\_\_

Name of Student \_\_\_\_\_ Grade \_\_\_\_\_  
Last First (2022-23)

Name of Student \_\_\_\_\_ Grade \_\_\_\_\_  
Last First (2022-23)

Name of Parent/Guardian \_\_\_\_\_ Phone \_\_\_\_\_

Home Address Information: \_\_\_\_\_  
House Number and Street  
\_\_\_\_\_  
City and Zip Code

Requested pickup/drop off address or nearest street corner:

Please check **ONE** of the following:

I am requesting both to and from school bus service. \_\_\_\_\_

I am requesting to school bus pickup only. \_\_\_\_\_

I am requesting from school bus drop off only. \_\_\_\_\_

Received **2021-22** transportation from **this school under this process?**: Yes \_\_\_ No \_\_\_

As parent/guardian of this student, I have read and understand the criteria on the reverse side. I understand that if this request is approved, my child will be granted transportation according to the criteria on the reverse side. Further, I understand that if the bus my child has been assigned becomes filled beyond capacity of the bus, my child will no longer receive free transportation and will receive written notification of that fact.

\_\_\_\_\_  
Parent/Guardian Signature

Please return this to your school secretary who will forward it to the Student Transportation Office. Or you may return this directly to the Student Transportation Office, 3330 Stahl Rd, Sheboygan, WI 53081 FAX: 920-459-6714 or scan to email: transportation-services@sasd.net