

Regulation

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SUBSCRIPTION BUSING

- A. Subscription Busing is open to all Union Township students not transported due to the regulations of the State Department of Education and the Transportation Policy of the Union Township Board of Education.
- B. The amount of subscription busing that can be offered will be based on the number of available seats on existing routes beginning October 1.
  - 1. Applications can be found on the Union Board of Education website and must be returned with the appropriate fees as listed on the application.
  - 2. Requests will be time and date stamped when received in the transportation office and filled in that order.
  - 3. The application fee and first and last month cost must accompany the application.
  - 4. The balance of the fee will be due on the first of every month. Any payments received after the first will remove the student from the bus for the remainder of the year.
- C. The balance of the fee for Subscription Busing will be due to the Union Township Board of Education will be paid semi-annually on October 1 and February 1 respectively. Bus passes will only be issued to those students who have paid for their seats on or before these dates.
- D. Payment for Subscription Busing once paid is non-refundable for any reason.
- E. Transportation will only be provided to and from school at a bus stop along the routes established by the Board of Education, based upon the residence of the student being transported. No Subscription Busing will be provided to and from any other location.
- F. Eligibility for free and reduced fees for Subscription Busing **will** be determined by the same method the State Board of Education determines the eligibility standards for free and reduced price meals under the Federal School Lunch Program.
- G. The Union Township Board will determine the eligibility for free or reduced fees for Subscription Busing by the eligibility list for free and reduced lunch for the year prior to the year in which Subscription Busing would be provided. Those eligible for reduced lunch would pay 28% of the full cost of transportation to that particular school.
- H. Permission from the Chief School Administrator to attend another school other than your assigned school with no transportation shall not be eligible for subscription busing.

Adopted: June 1999  
Revised: July 2018  
Readopted: July 2018