



New Student

Family Change

Address Change

Transportation Request and Change Form

If your child is a new student who will become an active bus rider, or if you have changes regarding daycare use, home address, or phone number, please complete this form.

Any change to your child’s pick-up or drop-off location requires a parent or guardian to sign and indicate the requested date.

Each student is allowed one bus stop for the AM and one bus stop for the PM. Parents are responsible for their own temporary arrangements.

Please keep your child’s transportation record current.

Student’s Name (Please Print): _____

School: _____ Grade: _____ DOB: _____ Male Female

Parent/Guardian Name: _____

Home Address: _____

Home Phone Number: _____

- Morning transportation:** Parent transports to school
 Student gets picked up at home
 Student gets picked up at daycare/alternate address
(Must be the same every day, fill in daycare info below)

- Afternoon transportation:** Parent transports from school
 Student gets dropped off at home
 Student gets dropped off at daycare/alternate address
(Must be the same every day, fill in daycare info below)

Day Care/Alternate Information (If applicable):

Daycare provider’s name: _____ Daycare Phone Number: _____

Daycare Address: _____

******Note that change requests require 48 hours for processing******

You will receive schedule information following processing.

Students should be at their bus stop 5 minutes prior to designated times.

Today’s Date: _____ Date for request to start: _____

Parent/Guardian Signature: _____

Return to: Sauk Rapids-Rice Public Schools
Transportation Department or transportation@isd47.org
1833 Osauka Rd NE
Sauk Rapids, MN 56379