

Bus Pass Applications

Instructions: PLEASE FOLLOW THE STEPS EXACTLY AS THEY ARE DESCRIBED. FAILURE TO DO SO MAY PREVENT YOU FROM GETTING A BUS PASS.

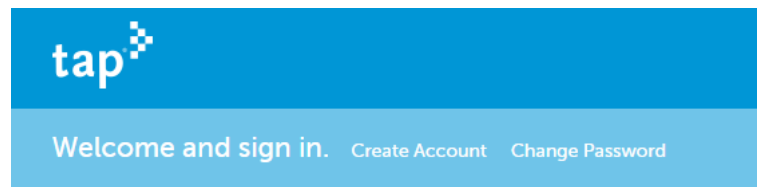
Steps to Receive a Bus Pass

1. Please fill out the free and reduced lunch application

- a. Go to mymealtime.com/apps
- b. You will need your 6-digit student ECR ID
- c. If you don't have an account already, click 'Create New Profile'
- d. Log in Click 'New Application' Click 'Start New Application'
- e. In the State dropdown select 'California'
- f. In the District dropdown, select 'El Camino Real Charter High School'
- g. Complete the remaining steps with your household information
- h. APPLY IN-PERSON: If you do not want to apply online, pick up and turn in an application in the Business Office (Next to the Main Library)
- i. NOTIFICATION OF APPROVAL OR DENIAL You will receive a notification letter by mail within 1-2 weeks after your application is submitted. For any questions, please contact us at meals@ecrchs.net

2. Once you have done the free and reduced lunch application go to: www.taptogo.net

- a. If you do not have an account, click on "create an account" USE YOUR ECR SCHOOL EMAIL AND THE SCHOOL ADDRESS (5440 Valley Circle Blvd. Woodland Hills, CA 91367). DO NOT USE YOUR HOME ADDRESS.
- b. If you have an account, log in.



3. You will receive an email from "Tap Rider". Use the link provided to create a password for your account. Act promptly, as the link will expire in 24 hours
4. Go back to www.taptogo.net and log in using your new account information
5. Once logged in, please click on "Buy or Reload Tap Card"

TAP is your ticket to ride.

Hop on a bike.

Catch a bus.

Jump on a train.

TAP connects you

and all of Los Angeles.

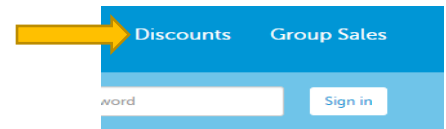
That's one powerful little card!



Buy or Reload TAP Card

Learn more

6. Click on “Discounts” (located on the upper right-hand corner)
7. Click on “Reduced Fares” under the discounts dropdown
8. Click on “K-12 student”



Senior	Person with Disability	College/Vocational Student	K-12 Student
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9. Click on “apply now”
10. Once on that page, make sure the address shown is the SCHOOL ADDRESS, if not edit the address to reflect *5440 Valley Circle Blvd. Woodland Hills, CA 91367*.
11. Indicate your date of birth, grade level, and “month of promotion”, which is June.

GRADE LEVEL	MONTH OF PROMOTION
9	June

12. Fill out the School Information Section: Check the box after “is this an LAUSD school?” Type El Camino Real Charter High School for school name and input the school address as shown below:

School Information

Your school must be located in Los Angeles County.

Is this an LAUSD school? ☒

SCHOOL NAME

El Camino Real Charter High School

SCHOOL ADDRESS

5440 Valley Circle Blvd.

CITY

Woodland Hills

STATE

CA

ZIP CODE

91367

Cancel

Next

13. Click “Next”
14. Upload proof of enrollment. For this item, you can go to your Aeries, take a screen shot of your full class schedule (***making sure that your name and student ID number is shown in the picture***), and upload the picture as proof of enrollment. You may also use a picture of a **CURRENT** valid **SCHOOL** ID.
15. Click “upload”
16. Click “Next”
17. Check the box next to “accept the terms”
18. Click “Next”
19. Confirm your information and press “submit”

After your application is submitted, the school will get your permanent Tap Card within 2 weeks. We will enter the card number on our system, load the card with money, and call you in to pick up the card from CO#1.

If you have any questions regarding the application process, please see Ms. Bero (s.bero@ecrchs.net) in CO#1 or Mrs. Endres (z.endres@ecrchs.net) in the Admissions Office.