

Caesar Rodney School District
7 Front Street
Wyoming, DE 19934
302-697-4147

REQUEST TO CHANGE STUDENT BUS ASSIGNMENT

- Only use this form when your student needs to be transported to and/or from an address **other than the home address**. This form **MUST** be submitted every year if requesting a change.
- An Address Change Form is to be used when the student has moved.
- **Return this form to your student's school.** A photo ID will be required to complete this request.
- A minimum of 72 hours is required before a change will take effect. However, if a bus request causes a whole bus route to be rerouted it may take longer.
- You will be notified by your student's school when the new bus has been assigned.

STUDENT NAME:

SCHOOL:

STUDENT HOME ADDRESS:

Person Requesting Change: (Print)

Personal Requesting Change: (Signature)

The address where I would like my student picked up from is:

The address where I would like my student dropped off is:

The name and phone number of a responsible adult at the above address is:

FOR SCHOOL USE ONLY

Form received by: _____

Date Received by
School Office:

Date and Time
Entered into
eSchool:
