



February 7, 2025

To: Parents of Rising K-8 Students *who reside in New Jersey*

From: Mrs. Joan Brodie

Re: B6T Transportation Form for 2025-2026 – For New Jersey Residents ONLY

Below is a copy of the New Jersey “Nonpublic School Transportation Application” (Form B6T) for the 2025-2026 school year. As soon as possible, but no later than March 3, 2025, please

- complete and return a separate form for each of your Chapin students residing in New Jersey who will be entering grades kindergarten through eight in September 2025,
- include the name of the public school district where your child/children reside (i.e., West Windsor-Plainsboro, Lawrence Township, South Brunswick, etc.),
- indicate the shortest mileage from your home to Chapin School (Google Maps is useful for this information), and
- sign the form(s).

If your school district does not offer a bus, you may be eligible for aid in lieu of transportation. Even if you do not plan to use bus service or believe you do not qualify for aid in lieu of transportation, please submit a B6T for each of your Chapin students residing in NJ. Keep in mind that we can always take a student off a bus roster; however, adding a student after transportation decisions have been made can be difficult. Moreover, late applications can nullify the awarding of aid in lieu of transportation.

NOTE TO TRENTON RESIDENTS ONLY:

The Trenton Board of Education requires a copy of a third-party proof of residency to accompany the B6T form. Examples of proof of residency are a copy of a phone bill, gas/electric bill, lease, etc. Please delete any dollar amounts and account numbers. Just be sure that the name and address on the document match those listed on the B6T form.

Please contact me, jbrodie@chapinschool.org, if you have any questions about transportation. Thank you for your cooperation.

(B6T) Nonpublic School Transportation Application (N.J.A.C 6A:27-2.5)

Instructions

It is the obligation of the parent or guardian of nonpublic school students to annually obtain the Nonpublic School Transportation Application from the administrative office of the nonpublic school for each student for which transportation services are being requested. Submit a separate application for each student.

Note:

- If there is a change of home address, a new application shall be submitted to the public school district of residence.
- If there is a change in the nonpublic school of attendance, a new application shall be submitted to the public school district of residence.
- Complete this application and return it to the nonpublic school on or before March 10th preceding the school year in which transportation is being requested.
- Late applications — Any application received after March 10th will be a late application and must be accompanied by a statement of the reason for lateness. Eligible students will receive transportation or aid in lieu of transportation based on the date the application is received by the public school.
- It is the obligation of the nonpublic school administrator to annually collect the application and submit it to the public school district from which transportation is being requested prior to March 15th.
- It is the obligation of the public school administrator to notify the parent or guardian as the determination of each application by August 1st.
- A district board of education shall pay aid in lieu of transportation to the parent or guardian of an eligible student only after receiving a signed "Nonpublic School Transportation Payment" voucher (B7T) as prescribed by the Commissioner of Education.

Application Form

School Year: _____ Resident District Board of Education: _____

Student Name: _____
Last First Middle

Date of Birth (mm/dd/yy): _____ Parent/Guardian Name: _____

Daytime Phone: _____ Email Address: _____
Area code + number

Home Address: _____ City: _____ Zip: _____

Mailing Address: _____ City: _____ Zip: _____

Full name of school to be attended: _____

Phone: _____ Address of School: _____
Area code + number

Student's grade for the coming year:

Shortest one-way mileage between home and school

(shortest route along public roadways or walkways to the nearest tenth of a mile)

Date school opens (mm/dd/yy): _____ Date school closes (mm/dd/yy): _____

School hours: _____ AM to _____ PM

Name of school of attendance in prior year:

Address:

Signature: _____ Date (mm/dd/yy): _____

Public School Use Only (Do not write below this line)

Your application has been reviewed by the resident district board of education. The following determination has been made:

- Transportation will be provided
- You are eligible for payment in lieu of transportation
- Ineligible

Reason:

Title:

Signature: _____ Date (mm/dd/yy): _____