



# Scranton School District

## Department of Transportation

### Non-Public Transportation Request Form

#### 2023-2024 School Year

#### Submission Instructions:

1. The parent **MUST** complete both the paper and digital SSD Non-Public Transportation Request Form
2. The digital form can be accessed by visiting the following link or scanning the QR code.
  - a. <https://bit.ly/ssdnprtrans23-24>
3. The paper form **MUST** be submitted to the student's school for authorization and processing.
4. All requests **MUST** be submitted in this manner. Otherwise, the transportation request **will not be processed**.



#### Section 1: Student and School Information

School: \_\_\_\_\_

1. Name of Student: \_\_\_\_\_
2. Date of Birth: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_
3. Address of Student: \_\_\_\_\_  
If rural, specify exact location: \_\_\_\_\_
4. Grade student will enter in 2023: \_\_\_\_\_
5. Name of school district where student resides: \_\_\_\_\_
6. The above-named student lives approximately \_\_\_\_\_ miles from the non-public school to be attended in 2023-24.
7. I am requesting my child receive transportation for:  Pick-Up Only  Drop-Off Only  Both Pick-Up & Drop-Off
8. Bus Stop Requested: \_\_\_\_\_

#### Section 2: Parent/Guardian Information

Parent/Guardian Name: \_\_\_\_\_

Parent/Guardian Phone Number: \_\_\_\_\_  
Parent/Guardian Signature \_\_\_\_\_

Check this box to indicate you have completed the digital SDD Non-Public Transportation Request Form

#### Section 3: School Principal Authorization

School Principal Name: \_\_\_\_\_  
School Principal Signature \_\_\_\_\_

**\*\*\*FOR OFFICE USE ONLY\*\*\***

APPROVED  DENIED If DENIED, what is the reason: \_\_\_\_\_

Students currently being transported by the Scranton School District **must re-apply** for the 2023-2024 school year.  
A **separate form** must be completed for each student requesting transportation.  
All applicants must reside within the **boundaries of the Scranton School District**.