



## Schenectady City School District Request for Student Exception

Please fill out this form if you are giving your student to get off the bus without a parent present.

**Return this form to:**  
Schenectady City School District: Transportation Office  
108 Education Drive, Schenectady New York 12303

### Student Information Section \*Fill out entire section

Student Name \_\_\_\_\_  
Last First MI

Date of Birth \_\_\_\_\_ Grade level \_\_\_\_\_

Home Address \_\_\_\_\_ Zip \_\_\_\_\_

School of Attendance: \_\_\_\_\_ School year 20\_\_ - 20\_\_

### Current Transportation Services Received

Does your child currently receive Special Transportation? Yes: \_\_\_\_\_ No: \_\_\_\_\_

If not, is your child currently assigned to a corner bus stop? Yes: \_\_\_\_\_ No: \_\_\_\_\_

### Parent Contact Information

Parent's Name \_\_\_\_\_

Work Phone \_\_\_\_\_ Home Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_

Day Care Provider's Name \_\_\_\_\_

Work Phone \_\_\_\_\_ Home Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_

### Request for Student Exception

I give permission for my student \_\_\_\_\_ to get off the bus without a parent present; or  
to get off the bus with \_\_\_\_\_ (another student or adult at the stop); or I give permission  
for my student to get off the bus and walk to \_\_\_\_\_ (daycare).

\_\_\_\_\_  
Parent/Guardian Name – Please Print

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Date

For Office Use only: Request received: \_\_\_/\_\_\_/\_\_\_ by \_\_\_\_\_

Transportation Approved: \_\_\_\_\_ Denied: \_\_\_\_\_ Route: \_\_\_\_\_ Date: \_\_\_/\_\_\_/\_\_\_

Reason(s): \_\_\_\_\_

Notifications - Parent: \_\_\_\_\_ Bus Co.: \_\_\_\_\_ School: \_\_\_\_\_