

REQUIRED FOR TRANSPORTATION CONSIDERATION

- * Form request type (**MARK ONE TYPE PER STUDENT**)
- * School of attendance (**MARK ONLY ONE SCHOOL**)
- * Student/s Legal Birth Name/s (as appears on birth certificate)
- * Student/s Birthdate
- * Student/s Grade Level
- * Guardian and/or Alternate Transportation Party Name
- * Relationship to Student— ***must notify of change**
- * Complete Address – ***must notify of change**
- * Contact Number/s – ***must notify of change**
- * Guardian Email—REQUIRED; ***must notify of change**

***Should you move, transfer schools, and/or change guardianship, you must complete a new RFT.**

APPLICABLE DOCUMENTATION

* Proof Of Residency

Must be visibly dated and no more than 60 days old (unless a current completely signed lease):

Bank Statement, Paystub, Letter from Government or Legal Agency, Computerized Billing or Rental Statement/Receipt, Utility Bill or Turn On Notification, USPS Change of Address Confirmation Letter, Current Yearly Lease with Tenant & Landlord signatures, etc. **No Handwritten, mass mailers, or junk mail will be accepted.**

*Custody Information (if applicable)

Must be court stamped and in its entirety. May also include and/or require Marriage Certificate

*Death Certificate of Guardian (if applicable)

Must be legally issued from Department of Health

*Birth Certificate (if applicable)

Strongly suggested to provide a birth certificate for **all incoming KG/new to school students** and /or students that **have never been enrolled** in Akron Public Schools for timely processing of your request

TRANSPORTATION CONTACT INFO

Akron Public Schools (APS Bus) ~ 330-761-1390 EXT 1
Petermann Bus Co. (Petermann Bus) ~ 330-761-1390 EXT 6
Transportation Services ~ 330-761-2738

***APS is not responsible for providing transportation services for any student with an IEP marked as requiring transportation services that has been parent-choice placed into a school of attendance.. Please contact their school of attendance for transportation services.**

RFT GENERAL INFORMATION

- ◆ **Completion of this form does not guarantee eligibility for transportation services. The APS Transportation Department solely determines transportation eligibility.**
 - ◆ **Must reside within the Akron Public School District! Not eligible for out-of-district students.**
 - ◆ This is for **consideration** of Transportation Services only
 - ◆ May list up to 4 students on this form
 - ◆ Only **one** school may be listed per form
 - ◆ Must be from a residential, **not business address** or day-care and reside **over 2.0 miles** from school of attendance
 - ◆ Must be within 30 min or less travel time by bus
 - ◆ **Required yearly** and/or any time there are changes in school, address, and/or guardianship
 - ◆ **Must be submitted no later than June 20th of the previous school year to be considered for and/or routed for transportation services by the beginning of the new school year**
 - ◆ May be submitted year-round once school is in session
 - ◆ **Late entry of the RFT (after July 1st - October 1st)** at the beginning of the school year may result in a **10-14 business day delay** in processing (**not counting holidays and weekends**)
 - ◆ Payment-in-Lieu eligibility is at the sole discretion of Akron Public Schools. Must be submitted prior to November 1st to receive full stipend amount; subject to pro-rated amount after that date
 - ◆ Denial letters for missing documentation or change in status will be mailed to residential address on file. Denial will cause a delay in routing consideration.
 - ◆ Most denial status can be reconsidered with submission of necessary documentation
 - ◆ You may re-apply for transportation consideration at any time
 - ◆ Schools will provide routing information once approved
- ## BUS STOP INFORMATION
- ◆ Stops may be up to 1/2 mile from residence
 - ◆ Students must be at stop 5 minutes prior to scheduled pick-up time to assure timely operation
 - ◆ Buses will not wait for students for more than **1 min** from the normally scheduled departure time
 - ◆ KG & 1st grade students must be accompanied at stop location by an adult
 - ◆ **Services will automatically be cancelled after 15 school days of inactivity**
 - ◆ **When Akron Public Schools is closed for inclement weather, no transportation services will be provided.**

2026-2027



KG-8TH

Akron Public
Schools.

**For Charter, Parochial &
Non-Public School Students ONLY**

Request For Transportation Services Form

Charter, Parochial, & Non-Public Schools are not required to submit this form to the APS Transportation Department!

Legal Guardian/s are required to complete this form. Submission of this form and necessary documentation does not guarantee transportation services.

****Students attending any APS schools in Grades KG-8th are automatically sent for routing consideration by the APS school of attendance upon enrollment — no form is required.**

**Not for use for any student
attending an APS and/or High School**

Students attending High School (Grades 9-12) at an APS, Charter, Parochial, or Non-Public School, must apply for a Metro bus pass, please contact the APS Engagement Staff at engagementstaff@apslearns.org.

*Helping to serve our Community, Schools,
and Families one child at a time!*

Optional Transportation Routing Options

- I am requesting **AM&PM** service (assumed if not marked)
- I am requesting **AM** pick-up **ONLY**
- I am requesting **PM** drop-off **ONLY**
- REFUSAL OF ALL TYPE OF TRANSPORTATION SERVICES**

*I am choosing to refuse any and all types of transportation services being offered to me for my student/s.

I realize that this is **not due to Akron Public Schools being unable to provide physical transportation services** for my student/s.

I realize that this means I will not receive payment-in-lieu or physical bus transportation services. Should I change my mind in the future, I will reapply for transportation services.

Required to be completed by Legal Guardian/s!

1st Student: _____

DOB: _____ Grade: _____ [APS Student ID /SSID]
 ___ Updated/New Student ___ Renewal W/No Changes ___ IEP

2nd Student: _____

DOB: _____ Grade: _____ [APS Student ID /SSID]
 ___ Updated/New Student ___ Renewal W/No Changes ___ IEP

3rd Student: _____

DOB: _____ Grade: _____ [APS Student ID /SSID]
 ___ Updated/New Student ___ Renewal W/No Changes ___ IEP

4th Student: _____

DOB: _____ Grade: _____ [APS Student ID /SSID]
 ___ Updated/New Student ___ Renewal W/No Changes ___ IEP

**LEGAL GUARDIAN(S)/ADULT(S) REQUESTING SERVICE:

*Name/s _____

*Relationship to Student: _____

*Legal Guardian? ___ Yes ___ No *Custody ___ Yes ___ No

Court Case Number: _____

___ Divorced/Residential ___ Court-Placed

*Address: _____

*Apt. _____ *City: _____ OH *Zip: _____

*Guardian Email: _____

(Email is required to received routing information)

*All-Call Number: _____

*First Contact Number: _____

NOTE: If approved, stops may be up to a 1/2 mile from residence

2026 - **RETURN TO : (via mail or in person)**
 2027 **Akron Public Schools**
 SCH **Transportation Services, Rm 513**
 YR **10 North Main Street, Akron, OH 44308**
 ONLY **EMAIL: transrft@apslearns.org**

For the 2026-2027 sch yr ONLY!

APS does not assume where a student attends school; More than one school marked will result in denial of transportation consideration

- ___ Akron Preparatory School (13254)
 ___ Akros Middle School (12060)
 ___ Arlington Christian Academy (113050)
 ___ Chapel Hill Christian—NORTH/Cuy Falls (60657)
 ___ Chapel Hill Christian—SOUTH/Green (71571)
 ___ Case Preparatory Academy (19221)
 ___ Cornerstone Community (134460)
 ___ CVCA Christian (67611)
 ___ Dreams Academy (22253)
 ___ Edge Academy (133538)
 ___ Emmanuel Christian Academy (120865)
 ___ Faith Islamic (143248)
 ___ GSEL/SCOPE (11381)
 ___ Hametown Christian Academy (22031)
 ___ Heritage Classical Academy (21501)
 ___ Holy Family (57513)
 ___ Imagine Leadership (1st-6th only) (14121)
 ___ Imagine Akron Academy (KG only) (11947)
 ___ Immaculate Heart of Mary (57232)
 ___ Julie Billiart of St Sebastian (16974)
 ___ Lake Center Christian School (64915)
 ___ Main Preparatory Academy (14066)
 ___ Mayfair Christian School (54171)
 ___ Middlebury Academy (134213)
 ___ Old Trail (60848)
 ___ Orchard Park (formerly Eagle Academy) (16837)
 ___ Our Lady of The Elms (KG-8th only) (56937)
 ___ North East Ohio Classical Academy (21449)
 ___ Redeemer Christian School (60838)
 ___ S.U.P.E.R. Learning Center (10582)
 ___ Spring Garden Waldorf School (96693)
 ___ St. Anthony of Padua (56994)
 ___ St. Augustine (57182)
 ___ St. Francis de Sales (57018)
 ___ St. Hilary (57034)
 ___ St. Joseph—Mogadore (60012)
 ___ St. Mary (57067)
 ___ St. Sebastian (60962)
 ___ St. Vincent de Paul (57109)
 ___ Summit Academy Elementary (133587)
 ___ Summit Academy Middle (132779)
 ___ Summit Christian School (96966)
 ___ The Lippman School (65722)
 ___ Total Education Solutions (17488)

OTHER: _____

****Schools are not required to complete nor turn this form in to APS! Guardians are responsible to submit this for to APS for transportation consideration.**

APS USE ONLY: _____
 SCH USE ONLY: _____
 DPCR _____
 DPCR _____
 DIRPT _____
 DDCST _____
 DGRD _____
 DMISC/OTHER _____
 DDIST _____
 (Requires completed Determining Eligibility Form submission) (valid ONLY 8/1 TO 6/30 of current sch yr)

READ BELOW BEFORE COMPLETING THIS RFT

*Legal Guardians ARE required to complete AND submit the RFT to Akron Public Schools. Schools ARE NOT REQUIRED to submit this completed form to APS for transportation consideration.

*If a requestor is married and residing together, BOTH parent names must be listed on the "Name/s" line

*An RFT is required **EVERY school year** for students attending charter, parochial, or non-public schools; APS does not assume a student would like to be considered for transportation services.

*An **UPDATED/NEW STUDENT** is a student that is considered new to a school or transportation services for the current school year, moving to a new address, has change in guardianship, has not requested services or has had an interruption in services during the current year or previous years.

An **UPDATED/NEW** type of student **will require** current proof of residency submitted with the RFT. Please see the back of this form for acceptable forms of residency. It is highly suggested to submit a birth certificate, also, to avoid a delay in processing this request for all NEW students.

*A student that is attending the same school as the previous year, has not moved or changed guardianship, nor had an interruption in services is considered **RENEWAL W/NO CHANGES**.

*Charter, Parochial, & Non-Public Schools **are not required** to complete nor submit and RFT on a guardian's behalf. The guardian is required to submit the RFT directly to Akron Public Schools for transportation consideration.

*The RFT is only for students in grades KG to 8th attending Charter, Parochial, & Non-Public Schools. **APS and High School students may not use the RFT.**

> Akron Public Schools provides a variety of transportation services to our community. We offer transportation services via an APS yellow bus, a contracted yellow bus provider, or a stipend, called payment-in-lieu, for parent/s transporting their student/s when necessary.

> Akron Public Schools Transportation Department is solely responsible for deciding who is eligible for the payment-in-lieu stipend. A request cannot be made to solely receive payment-in-lieu instead of riding a yellow bus should a bus be available.

> Akron Public Schools is **not responsible** for providing transportation services for any **parent-choice placed** student with an IEP marked as requiring transportation services attending a Charter, Parochial, or Non-Public School. For this situation, you must contact your student's school of attendance to provide transportation services.

GUARDIAN SIGNATURE IS REQUIRED:

By signing and dating this form (required), I state that I have read and agree to the stipulations listed.

Furthermore, I am requesting **consideration for transportation services** for the above-named student/s. Completion of this formal request **DOES NOT GUARANTEE** transportation services for my student/s.

X _____ X _____
 Signature of Requestor Date