



Read both sides carefully before completing.



Remember

FC#

- Conditional riders are students who are not eligible for school bus transportation.
- Conditional riders are approved by CBE Transportation on a first-come first-served basis, depending on space-availability.
- Parents/guardians will be notified by MAIL if their child/ward can be accommodated as a conditional rider as soon as space availability is determined. Not all applications may be approved. Students are NOT to travel on the bus until Transportation Services has approved the student to travel on the bus as a conditional rider. Families must make alternate arrangements prior to approval.**
- Conditional riders must use existing bus stops on the bus route. Bus stops will not be added or moved, for any reason, for conditional riders.
- Specify "Program" as Regular, Alternative or Student with Complex Learning Needs.
- Incomplete forms will be returned, which may cause a delay in processing.
- Transportation fee waivers are not available for conditional riders.**



2017-18 Transportation Fees

- The annual transportation fee for all conditional riders for 2017-18 is \$335.

All conditional riders in full-day kindergarten through Grade 6 must complete the "K-6 Noon Supervision Registration & Fees form."

Please print clearly.

Student information for all CBE students living with parent/guardian noted below				
Last Name	First Name	School for 2017-18	Program	Service Start Date
Existing Bus Stop Request (subject to space availability)				

Parent/Guardian (student primary residence)		
Last name	First name	Home #
Address		City
E-mail		Work #
		Postal code
		Cell #



Authorization for Release of Information / Acceptance of Terms and Conditions

The personal information contained in this form is collected under the authority of the School Act and of the Freedom of Information and Protection of Privacy Act (Alberta) for the purposes noted. If you have any questions about this collection, please contact the school principal or CBE Transportation Services at 403-817-7433. The Student Transportation Group (STG) is a consortium consisting of Calgary Transit and private transportation carriers (Southland Transportation Ltd., 4Seasons and Dreams Transportation who provide transportation services for CBE schools. The STG is responsible for planning and scheduling the routes and bus stops for all buses that transport CBE students to and from school.

**THIS IS AN OFFER OF SERVICES ACCORDING TO THE TERMS, CONDITIONS AND PAYMENT OBLIGATIONS SET OUT IN THIS APPLICATION. PLEASE BE ADVISED THAT IF YOU UTILIZE THE SERVICES BUT DO NOT SIGN THIS APPLICATION FORM, YOU WILL BE DEEMED TO HAVE ACCEPTED THIS APPLICATION BY YOUR CONDUCT AND YOU WILL BE CHARGED THE FULL AMOUNT OF THE APPLICABLE FEE. UNPAID FEES MAY BE REFERRED TO COLLECTIONS BY THE CBE WITHOUT FURTHER NOTICE.**

In signing this form:

- I am giving permission to the CBE to share the information above with the transportation provider for the purpose of transportation planning and administration;
- I understand that financial and other information provided is confidential, subject to the above information sharing;
- I certify that the information given in this application and in any documents attached is updated, correct and complete;
- I accept the terms and conditions of this transportation application as stated on the back of this form;
- I agree to pay for busing; and
- I understand CBE has a GPS enabled radio frequency identification (RFID) student/school bus tracking system (Zonar) on all CBE school bus transportation routes and I am responsible for the CBE student bus pass (ZPass) and understand its use is mandatory.

\_\_\_\_\_  
Parent/Guardian (Print Name)                      Signature                      Date

IMPORTANT

- Questions about transportation service or application:  
email: [transportation@cbe.ab.ca](mailto:transportation@cbe.ab.ca) or call 403-817-7433
- Questions about payments:  
email: [studentfees@cbe.ab.ca](mailto:studentfees@cbe.ab.ca) or call 403-817-7888

Return completed form to any school office or mail or email to:

Calgary Board of Education      Attention: Transportation Services  
1221 – 8 Street S.W.  
Calgary, Alberta T2R 0L4      [transportationforms@cbe.ab.ca](mailto:transportationforms@cbe.ab.ca)



## Terms & Conditions

The following terms and conditions form part of this Conditional Rider School Bus Transportation Application.

- 1 | The personal information contained in this form is collected under the authority of section 23(1) of the School Act and the Student Record Regulation and section 33(c) of the Freedom of Information and Protection of Privacy Act (Alberta) for the purposes noted.
- 2 | Participation in the Calgary Board of Education transportation services is contingent upon the child(ren)'s compliance with the CBE Administrative Regulation 6001 – Student Discipline. The Parent/Guardian acknowledges and agrees that the student must comply with the CBE's student code of conduct while being transported to and from school.
- 3 | The Parent/Guardian promises to pay the annual fee referred to in this application. Use of service indicates that the Parent/Guardian accepts the terms of the application and thus the responsibility to pay the annual fee.
- 4 | The Parent/Guardian agrees that if the cheque or PAD is dishonoured for any reason, the Parent/Guardian shall be liable to pay to CBE, on demand, an NSF fee of **\$35**, in addition to the fee for service.
- 5 | In the case where a student requires transportation service beginning mid-year, a prorated fee is applicable, but must include the fee for the month service begins to and including the end of June. The month in which this application is entered into shall be treated as a full month for fee payment purposes.
- 6 | Refunds: If the student no longer requires transportation services, a prorated refund shall be made upon receipt of the *Request to Cancel School Bus Transportation* form and receipt of the student's bus pass. Requests must be made within 30 days of the last day of busing and prior to April 30, 2018 to be eligible for a refund. **No refunds will be provided for occasional disruption of service.**
- 7 | Notwithstanding the above provisions concerning refunds, if there are other fees or charges owing to the CBE from the Parent/Guardian, the CBE reserves the right to retain the refund for the purpose of deducting the amount of the refund from the outstanding charges or fees owed to the CBE.
- 8 | The CBE will provide a Zonar Student Card to each student who rides a yellow school bus identified in this application and any such card shall at all times remain the property of the CBE. Such transportation pass shall not be transferable or assignable to any third party. The Parent/Guardian agrees to ensure that in the event of the loss or theft of the card, immediate written notice thereof shall be provided to the CBE. Parents/Guardians may be required to purchase a replacement card.
- 9 | In the event of non-payment in whole or in part of the fee or any administration fee, the CBE may pursue collection of fees through legal or other proceedings.
- 10 | **I further agree that if there is no longer space for my child/ward, or the bus stop is no longer required for an eligible student, the service will no longer be available.**