

Huntington Union Free School District
Transportation Office
P.O. Box 1500
Huntington, New York 11743

Non-Profit Org.
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PAID
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Huntington, NY

ADDRESS SERVICE REQUESTED

**DISTRICT TRANSPORTATION- NON-PUBLIC SCHOOLS
SCHOOL YEAR 2017-2018**

Residents of the Huntington Union Free School District requesting transportation for their children attending non-public schools must submit a request **on or before April 1, 2017** in order to be eligible for this transportation during the 2017-2018 school year. Late requests cannot be honored. *No requests for changes in transportation that lead to any additional cost to the district will be honored after April 1, 2017 even if related to a change in schools.*

FOUR items showing proof of district residency should be submitted to the District Registrar's Office for all new registrants and for those who may be changing from a public to a private school.

An original birth certificate must be presented for all incoming kindergarten students. (Please do not mail birth certificates.) Children entering kindergarten must be five (5) years of age on or before December 1, 2017.

The Registrar is located in the administrative wing of the Jack Abrams STEM Magnet School, 50 Tower St. Huntington Station, NY 11746. Office hours are as follows:

- Mondays, Tuesdays, Thursdays and Fridays: 9:30-11:30 AM
- Wednesdays: 2:30-5:00 PM

Registrar phone number: (631) 673-2974

Current district transportation limits are as follows:

- Kindergarten through grade 4: all students eligible
- Grades 5-6: students residing a 1/2 mile or further from the school
- Grades 7-12: students residing 1 mile or further from the school
- Maximum transport distance to any school: **15 miles**

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Print Your Name: _____

Address: _____

Town: _____ **Zip:** _____

Instructions

Part I

Please complete all information on the Transportation Request form and return it to the District Transportation Office before April 1, 2017

We strongly recommend that if you are filing after March 13, 2017, you should either hand deliver or return the form by certified mail. **Original birth certificates are requested for all kindergarten students. *See reverse side for additional registration information.**

Detach Part I and return Parts II and III to the District Transportation Office. Upon receipt, Part III will be stamped, dated and returned to you by mail. If you have not received Part III by March 20, 2017, we suggest that you call the Transportation Office to verify that your request has been processed. **A request form must be submitted for each student who will attend a non-public school during the 2017-2018 school year.**

Should you need additional forms or if you have any questions, please contact the Transportation Office at 631- 673-2032.

Part II

**2017-2018 School Year
Transportation Request – Non-Public School**

Name: _____ **School:** _____

Address: _____ **Address:** _____

Town: _____ **Zip:** _____ **Town:** _____ **Zip:** _____

Phone: _____ **Phone:** _____

(M/F): ___ **Grade:** ___ **D.O.B.** ___/___/___ **School Hours:** _____

2016-2017 School

2016-2017 Bus Stop

Emergency Contact Person

Emergency Phone Number

I acknowledge that I have read the reverse side of this form and understand the Huntington School District policy regarding transportation to a non-public school.

Parent Signature: _____ **Date:** _____

Part III

**Huntington Union Free School District
Request for Non-Public School Transportation
School Year 2017-2018**

Please complete both sides of this form.

This portion of the form will be returned to you by the Transportation Coordinator as acknowledgement of receipt. **Transportation eligibility is based on current district mileage limits.**

Transportation for: _____ **Grade:** _____

School: _____

Date Received