



BUS STOP LOCATION REQUEST CHANGE FORM

Parents/Guardians interested in changing the location of a bus stop may submit a request. Please complete the information requested below and mail or fax this form to the District Transportation Center. All requests will be reviewed within seven to ten business days from the date received. Parents/Guardians will be notified by the Transportation Route Coordinator whether the request has been approved or denied.

Please note the following examples, although not inclusive, will **not** be considered for a bus stop change request:

- An Illinois Department of Transportation (IDOT) study determines a serious safety hazard does not exist between the home and bus stop.
- Parent/Guardian is not able to see the bus stop from their residence.
- Bus stop is located .50 miles or less from the residence for K-12th grade students.
- Residence is located within a cul-de-sac, involves a dead end street or in an area the school bus would require backing.
- Bus passes directly in front of the residence.

PARENT/GUARDIAN TO FILL OUT THIS SECTION

Please Print Below

Name of Student: _____ School: _____

Contact Name: _____ Phone #: _____

Parent/Guardian Email Address: _____

Current Bus Stop: _____

Requested Bus Stop: _____

Reason for request: _____

55 Stonehill Road | Oswego, IL 60543 | Main Line 630-636-2999 | Fax 630-636-2990

For office use only:

Received _____ Initials _____ Approved _____ Denied _____ Parent notified _____