

Request for Transportation

Student Information (please print)

Name: _____ Student I.D. # _____

Date of Birth: _____ Sex: M F Current Level/Grade _____

Current Address: _____ City: _____ ZIP _____

Check applicable box: address or shelter residence of other individuals or family

Indicate if parent/guardian has been advised of tutorial/instructional support programs: Yes No

Indicate if the parent/guardian has received the Notice of Dispute Resolution Process Form: Yes No

All HEP students are to be enrolled in the USDA Free Breakfast/Lunch Program.

All HEP students are entitled to a waiver of school fees. Complete Fee Waiver Form with parent/guardian.

Request for Transportation Yes No

If "Yes," to order METRA transit cards the local school must complete this section:

Student Riding Permit (age 12+): Yes No

Transit Cards: Yes No With Transfer Encoded: Yes No

For students Pre-K through grade 6, an adult METRA transit card will be included for each family.

Request for Hardship Transportation

Note: Hardship transportation is for homeless students' grades pre-kindergarten through grade 6. If you are requesting hardship transportation, do not request Public Transportation.

Please indicate below the reason(s) you are requesting hardship transportation services: *(Check all applicable boxes)*

- Parent/guardian is employed or attending a bona fide job training or educational program which precludes him/her transporting his/her child(ren) to/from school.
- Parent/guardian is mentally or physically disabled and such disability precludes him/her transporting his/her child(ren) to/from school.
- Parent/guardian is responsible for transporting his/her children to schools at different locations.
- Parent/guardian resides in a shelter or similar facility which will not permit parent to leave to transport his/her child(ren) to/from school.
- Parent/guardian is required by court order, by the Department of Children and Family services (DCFS) or by a DCFS contract agency, to engage in services which prohibit him/her from transporting his/her child(ren) to/from school.
- There is other good cause (explained below) why parent/guardian cannot use public transportation to transport his/her child(ren) to/from school.

Special Instructions: (example Days/Times of After School Program) _____

Parent/Guardian Signature: _____ Date: _____

Please note: The school is entitled to verify the hardship, and if verification is not possible, parent/guardian must submit an affidavit attesting to the facts supporting the parent/guardian's request for hardship transportation. Parent/guardian should provide any available documents verifying hardship (for example: a doctor's statement, employment's letter, from showing registration in college/trade school/job training program, letter from a shelter, DCFS statement, court order, or any other documentation). Any parent determined to provide false information for the purpose of securing hardship transportation may be denied such transportation. If request for hardship transportation is denied, parent/guardian has the right to appeal the decision to the Homeless Liaison. A Dispute Resolution Process Form may be obtained from the principal, Homeless Education Liaison, or school clerk.

School Information

School Name: _____ Phone: _____

School Address: _____ Area _____ Fax: _____

Principal's Name (printed): _____ Principal's Signature _____

HEP Liaison's Name: _____