



ORANGE UNIFIED SCHOOL DISTRICT TRANSPORTATION DEPARTMENT

726 W. Collins Ave., Orange, CA 92867

Dispatch: 714.997.6357 / Bus Pass: 714.538.8295 / Business Office: 714.997.6244

REQUEST FOR CHANGE OF PICK-UP OR DROP-OFF LOCATION, OR TO CANCEL TRANSPORTATION

Intended for use only by parents/guardians whose children receive transportation as an IEP related service.

The home address on file at your child's school will be used as the pick-up/drop-off location for bus transportation unless this form is submitted by a parent/guardian and approved by the Trans. Dept.

Additionally, if someone other than the student's parent/guardian will receive the student when dropped-off; a Student Release form must be submitted by the parent/guardian and approved by the Transportation Department.

Approval and processing a change may take 3-5 business days. The Dispatch Office will contact you and inform you of approval or denial, and if approved, inform you of the start date.

(Print clearly)

Student's Name: _____

Student's School: _____

AM & PM Change (same address) Everyday M T W Th F

_____ street address

_____ city, zip code

AM Change Everyday M T W Th F

_____ street address

_____ city, zip code

PM Change Everyday M T W Th F

_____ street address

_____ city, zip code

CANCEL TRANSPORTATION. Provide reason: _____

_____/_____/_____ Parent/Guardian Printed Name Parent/Guardian Signature Date

_____/_____/_____ Cell Phone # Home Phone # Work Phone #

OFFICE USE ONLY Approved Denied / By: _____ Date: _____
Reason(s) for the denial: _____
