

**NEWBURGH ENLARGED CITY SCHOOL DISTRICT  
BUS TRANSPORTATION REQUEST FORM  
FOR PRIVATE / PAROCHIAL SCHOOLS**

**2024 – 2025 School Year**

**SCHOOL NAME AND ADDRESS (nombre y dirección de la escuela):**

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**NAME AND ADDRESS OF STUDENT (nombre y dirección del estudiante):**

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**GRADE LEVEL IN SEPT 2024 (grado en 2024): \_\_\_\_\_ DOB (fecha de nacimiento): \_\_\_\_\_**

**PARENT/GUARDIAN (nombre del padre/guardian): \_\_\_\_\_**

**PARENT/GUARDIAN PHONE (teléfono del padre/guardian): \_\_\_\_\_**

**EMERGENCY CONTACT (el contacto de emergencia): \_\_\_\_\_**

**EMERGENCY CONTACT PHONE (teléfono del contacto de emergencia):**

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**Signature of Parent/Guardian (firma del padre/guardian):**

**Date/fecha:**

**Signature of School Administrator (firma del administrador):**

**Date/fecha:**

**If your child(ren) will be picked-up and/or dropped-off at a location other than your home address, an Alternate Stop form providing the alternate address information must be submitted to the Transportation Office. The Alternate Stop Form can be found on the Transportation page of the District website [www.newburghschools.org](http://www.newburghschools.org).**

**NOTE:** In accordance with the Education Law, this form must be completed and filed before April 1, 2024 by the parent/guardian of pupil(s) who reside in the Newburgh Enlarged School District and desire transportation to Private/Parochial schools. Student must be 5 years of age by December 1, 2024 and meet distance eligibility requirements to be eligible for bus transportation.

**FORMS MUST BE SUBMITTED BEFORE APRIL 1, 2024. Late requests will result in your child(ren) being assigned to a group pick up and drop off location.**

**A SEPARATE FORM IS NEEDED FOR EACH CHILD.**

**PLEASE RETURN TO:**

Newburgh Enlarged City School District Transportation Dept.  
124 Grand St.  
Newburgh, NY 12550  
845-568-6833 office      845-568-6836 fax  
Email: [Transportation@necsd.net](mailto:Transportation@necsd.net)