



Lake  
Orion  
Community  
Schools

## ALTERNATE BUS STOP REQUEST

This form is to be used if you are requesting a pick up or drop off other than your student's current assigned bus stop.

Save a copy of this form to your hard drive and email as an attachment to [patricia.burke@lok12.org](mailto:patricia.burke@lok12.org) and [rose.gagliardi-lacoursier@lok12.org](mailto:rose.gagliardi-lacoursier@lok12.org) or fax a copy to 248-391-5481

Student(s) Name		School	Grade	Date
Home Address	City	Zip Code	Home Phone	

AM Alternate Address	Phone
PM Alternate Address	Phone
Reason for Request	

Parent Name	Email Address	Phone
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The Transportation Department will review requests based on board policy and established guidelines. Please see the Transportation Handbook for more information.

Requests will be responded to either in writing or with a phone call within 30 days. However, at the beginning of the school year, requests will not even be considered until at least 3 weeks after the start of school.

FOR TRANSPORTATION USE ONLY		
<input type="checkbox"/> Accepted <input type="checkbox"/> Denied		
Reason if Denied	Initials	Date
Other information		

Lake Orion Community Schools  
Transportation Department  
3620 Giddings Road  
Orion, MI 48359

TRN-006  
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