

# **Santa Barbara Unified School District**

## **Administrative Regulation**

**AR 3540.1**

### **Business and Non-Instructional Operations**

#### **PROVIDING FOR FREE BUS TRANSPORTATION FOR NEEDY SECONDARY STUDENTS, ENGLISH LEARNERS, AND FOSTER YOUTH WITHIN THE SANTA BARBARA UNIFIED SCHOOL DISTRICT**

The district will provide for free bus passes for junior high and high school students who ride busses operated by the local Metropolitan Transit District (MTD) to students who qualify. To apply, the student, must be eligible for free or reduced meals, **or** is an English learner, **or** is a foster youth. The student only needs to meet one of the criteria to be eligible.

Applications for free MTD bus passes shall be available at the school sites. The principal will review the application and indicate approval by signing it. Prior to approving the application, the principal shall confirm the following:

- That student is eligible for free or reduced meals
- That student is an English learner
- That student is a foster youth

Students identified as eligible for Aid to Families with Dependent Children (AFDC) will qualify automatically for the free bus pass.

The completed Metropolitan Transit District Reduced Bus Pass Application should contain:

1. Pertinent information concerning family circumstances (i.e., health/incapacitation factors). Monthly income, number of school-age siblings and total number in family are essential.
2. Address of parent or guardian where student resides.
3. Signature of parent or guardian.

The school site should keep the completed MTD Free Bus Pass applications on file.

An application must be resubmitted for approval each school year.

SANTA BARBARA UNIFIED SCHOOL DISTRICT  
Santa Barbara, California      August 3, 2022

**Needy Secondary Students within the Santa Barbara Unified School District  
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