

# NEWBURGH ENLARGED CITY SCHOOL DISTRICT

## Transportation Department

20 Chestnut Street  
Newburgh, NY 12550  
845 568-6833  
845 568-6836 FAX

To: Parent or Guardian  
From: Mark Connolly, Director of Transportation  
Date: January 5, 2012  
Re: New Registrants of Private/Parochial School Students 2012 -2013  
Transportation Forms for Private/Parochial School Students 2012 -2013

New registrants and currently registered students who have moved are required to file in person at the Office of Registration, located at 191 Washington Street, Newburgh, between the hours of 9:00 AM and 1:00 PM and provide the following:

- Birth Certificate (In accordance with New York State Education Law student must be 5 years of age prior to December 1, 2012 to be eligible for transportation)
- Picture ID of parent/guardian
- Proof of residency (utility bill, rental agreement or mortgage statement)

Returning students may mail or fax their completed Transportation Form (enclosed) to:

Newburgh Enlarged City School District  
Office of Transportation  
20 Chestnut Street  
Newburgh, NY 12550  
Fax #: 845-568-6836

If the student requires an alternate stop/baby sitter, an Alternate Stop Form must be completed as well. Forms are available on the District website ([www.newburghschools.org](http://www.newburghschools.org)).

Parents/guardians are reminded that applications must be received by the Transportation Office no later than April 1, 2012 for a student to be eligible for bus transportation in September 2012. Applications for student transportation received after April 1, 2012 will not be eligible for transportation.

