

**SUSQUENITA SCHOOL DISTRICT**  
1725 Schoolhouse Road  
Duncannon, PA 17020-9540  
(717) 957-6000 OPTION 5

**REQUEST TO ESTABLISH NEW BUS STOP/ROUTE CHANGE**

Please complete and return to the attention of the Transportation Secretary at the District office.

Requests for changes in existing stops or routes must be made in writing to the Transportation Department no later than **July 30** of the coming school year. Requests for changes after the beginning of school will be accepted only in the case of extreme hardship or emergency.

Parent/Guardian Name \_\_\_\_\_ Request Date \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ Zip \_\_\_\_\_ Phone # \_\_\_\_\_

Student Name (s) \_\_\_\_\_ Grade (s) \_\_\_\_\_

\_\_\_\_\_

Bus # \_\_\_\_\_ Stop \_\_\_\_\_

Requested Stop Change \_\_\_\_\_

Reason for Change \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Approved \_\_\_\_\_ Denied \_\_\_\_\_ Date \_\_\_\_\_