

Section	Procedure Number
<b>Transportation Procedures</b>	<b>RCJTC AP.01.17</b>
Procedure Title	
<b>Alternate Address Procedure</b>	
Date	Revised
<b>December 20, 2013</b>	<b>November 21, 2016</b>

Each student may have only one (1) primary address.

A student's transportation is based on one (1) primary address. All requests for a different pick up and drop off location shall be processed in accordance with the procedure pertaining to temporary seats.

**Related RCJTC Policy**

P.01 *Transportation Policy*

**Related RCJTC Administrative Procedures**

AP.01.08 *Temporary Seat Procedure*

**Related RCJTC Forms**

F.01.08.1 *Temporary Seat Application Form*

F.01.08.2 *Letter of Authorization/Denial for Temporary Seat*

*...Providing safe, efficient, effective transportation to our students*