

Jersey City Public Schools  
Transportation Department  
346 Claremont Ave  
Jersey City, NJ 07305

**DEAR PARENT OR GUARDIAN:**

The Jersey City Public Schools is happy to announce that transportation services (or Aid in Lieu of payment) will be provided to qualified Jersey City students attending non-public schools.

The New Jersey State Statutes 18A:39-1 and the State Board of Education rules, provides for the transportation of non-public school students (or Aid in Lieu of Payment) that live remote from school.

The Statutes denote the eligibility of students as those in grades K-8 who live beyond 2 miles and for grades 9-12 living beyond 2 ½ miles. Any student living 20 miles or more from the school is not eligible.

**IT IS THE OBLIGATION OF THE PARENT OR GUARDIAN OF PRIVATE SCHOOL PUPILS TO:**

- **ANNUALLY OBTAIN THE APPLICATION FOR PRIVATE SCHOOL TRANSPORTATION FROM THE JERSEY CITY PUBLIC SCHOOLS WEBSITE AT [WWW.JCBOE.ORG](http://WWW.JCBOE.ORG). A SEPARATE APPLICATION SHALL BE COMPLETED FOR EACH CHILD ATTENDING THE PRIVATE SCHOOL. PARENTS/GUARDIANS WITHOUT ACCESS TO A COMPUTER SHOULD ASK THE PRIVATE SCHOOL THE STUDENT IS ATTENDING FOR ASSISTANCE.**
- **COMPLETE THIS APPLICATION AND RETURN IT TO THE PRIVATE SCHOOL ON OR BEFORE MARCH 10 PRECEDING THE SCHOOL YEAR IN WHICH TRANSPORTATION IS BEING REQUESTED. RETAIN A COPY. SEND A COPY TO THE PRIVATE SCHOOL. THE PRIVATE SCHOOL RETAINS A COPY AND FORWARDS COPY TO THE JERSEY CITY PUBLIC SCHOOLS.**
- **ANY APPLICATION RECEIVED AFTER MARCH 10 WILL BE CONSIDERED A LATE APPLICATION. ELIGIBLE PUPILS SHALL RECEIVE TRANSPORTATION OR AID IN LIEU OF TRANSPORTATION BASED UPON THE DATE THE APPLICATION IS RECEIVED BY THE RESIDENT DISTRICT BOARD OF EDUCATION.**
- **THE PRIVATE SCHOOL SHALL ANNUALLY COLLECT THE APPLICATION AND SUBMIT IT TO THE PUBLIC SCHOOL FROM WHICH TRANSPORTATION IS BEING REQUESTED PRIOR TO MARCH 15.**
- **THE PUBLIC SCHOOL SHALL NOTIFY THE PARENT OR GUARDIAN AS TO THE DETERMINATION OF EACH APPLICATION BY AUGUST 1.**
- **A DISTRICT BOARD OF EDUCATION SHALL PAY AID IN LIEU OF TRANSPORTATION TO THE PARENT OR GUARDIAN OF AN ELIGIBLE STUDENT ONLY AFTER RECEIVING A SIGNED "REQUEST FOR PAYMENT OF TRANSPORTATION AID" VOUCHER AS PRESCRIBED BY THE COMMISSIONER OF EDUCATION**

Sincerely,



John K. Zupko,  
Transportation Coordinator

# APPLICATION FOR PRIVATE TRANSPORTATION

PLEASE SUBMIT A SEPARATE APPLICATION FOR EACH CHILD ATTENDING PRIVATE SCHOOL

SEPT - JUNE  
2024 - 2025

JERSEY CITY PUBLIC SCHOOLS  
 TRANSPORTATION DEPARTMENT  
 346 CLAREMONT AVENUE  
 JERSEY CITY, NEW JERSEY 07305

**FOR JCPS USE ONLY**

MILEAGE	_____
APPROVED	YES <input type="checkbox"/>
	NO <input type="checkbox"/>

**INSERT SCHOOL YEAR ABOVE**

DATE APPLICATION RECEIVED \_\_\_\_\_

NAME OF CURRENT SCHOOL Primary Prep Elementary & Middle School

SCHOOL ADDRESS 41 Tuers Avenue Jersey City, NJ 07306  
NUMBER AND STREET CITY AND STATE ZIP CODE

SCHOOL PHONE NO. 201-333-8844

CHECK ONE

NEW APPLICATION

RENEWAL APPLICATION

**\*\*\*PLEASE PRINT WITHIN THE SQUARES\*\*\***

PARENT OR GUARDIAN NAME

LAST	FIRST	MIDDLE

PUPIL'S NAME

LAST	FIRST	MIDDLE

HOME ADDRESS, NUMBER AND STREET \_\_\_\_\_

CITY, STATE AND ZIP CODE \_\_\_\_\_

TELEPHONE NUMBERS \_\_\_\_\_  
HOME WORK CELL

PUPIL'S DATE OF BIRTH \_\_\_\_\_ GRADE OF PUPIL \_\_\_\_\_

PUPIL GENDER

MALE  FEMALE   
PLEASE CHECK ✓ THE APPROPRIATE BOX

NAME AND ADDRESS OF LAST SCHOOL ATTENDED \_\_\_\_\_

DATE SCHOOL OPENS 9/5/2024 DATE SCHOOL CLOSES 6/13/2025

**FOR JCPS USE ONLY**

(MEASURED VIA SHORTEST PUBLIC ROADWAY OR WALKWAY IN MILES AND TENTHS)

THE UNDERSIGNED DOES SOLEMNLY DECLARE AND CERTIFY THAT THE ABOVE REQUEST FOR TRANSPORTATION REIMBURSEMENT IS JUST AND TRUE.

DATE \_\_\_\_\_

PARENT OR GUARDIAN SIGNATURE \_\_\_\_\_

PARENT OR GUARDIAN SOCIAL SECURITY NO. \_\_\_\_\_