



**STUDENT TRANSPORTATION SERVICES OF WATERLOO REGION, INC**

Section <b>Primary Address</b>	Page 1 of 1
Type <b>Eligibility</b>	Date June - 2010

<p><b>Statement</b></p>	<p>STSWR is responsible for coordinating home to school transportation to a student's Board-designated school based on the primary address on file for the student as supplied by the School Board.</p> <p>A student can only have one primary address.</p> <p>Change of address must be done at the school as STSWR cannot accept change of address information from parents/guardians.</p>
<p><b>Procedure</b></p>	<p>STSWR will receive the student record from the School Board via an electronic format.</p> <p>These files are automatically uploaded into the planning software.</p> <p>Transportation arrangements will be made once the information has been received from the school.</p>