



October 14, 2016

Dear Parents/Guardians,

**Re: SD62 Bus Registration closure, refunds and passes**

Please read the following email about the SD62 school bus carefully as it regards:

- Registration closure
- Refunds
- Passes

**Registration Closure**

**Registration for this 2016/2017 school year closes on Monday, October 17 at 9 p.m.**

Due to a very high volume of riders, our buses are at or are nearing their capacities. All registration must be completed online. Please don't wait until the very last minute to register! All registrations will be placed on a wait list. [Link to online registration.](#)

Those who registered outside of the registration window last spring are wait listed and may be asked to move to a different bus if the bus they currently ride is full. Riders not registered will not be allowed on the bus.

**Refunds**

**Our goal is to have all refunds completed by October 31.**

Our Finance Department has processed more than 1000 refunds, but they still have nearly 1000 more to complete. The system was not designed to handle so many refunds at once, so there are daily limits to what we can put through for refunds. As a result, you may receive more than one refund. Please continue to check your credit card and bank statements for refund notification. Our goal is to have all refunds completed by October 31. You will receive your refund via the same method you paid, so by credit card or e-cheque.

**Bus Passes – *Middle and Secondary students only***

**Students must present their passes each time they load a bus.**

Permanent bus passes will be issued to registered riders over the next few weeks. Until then, please continue to use the temporary bus passes assigned. Drivers will be diligent in checking for these.

As always, thank you for your patience and understanding. It has been a learning experience for us all!

For questions or more information, please email [bussing@sd62.bc.ca](mailto:bussing@sd62.bc.ca)

Sincerely,

Sooke School District