## Please follow steps below: Steps to Purchase a Bus Pass from the LINQ Connect Online Store On a Computer (PC):

- 1. Log in to your LINQ Connect account.
- 2. On the dashboard, go to the Quick Links box (bottom right) and click the **School Store**.
- Select the Bus Pass item.
- 4. Enter the required details and click Add to Cart.
- 5. Click the Cart icon (top right), then click Go to Checkout.

## On the Mobile App:

- 1. Open the LINQ Connect app and log in.
- 2. On the dashboard, tap Store (bottom menu).
- 3. Select the Bus Pass item and choose the quantity.
- 4. Tap Add to Cart, then Go to Cart.
- 5. Tap Checkout to complete your purchase.

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Bus Pass Instructions to assist in completing the purchase process.

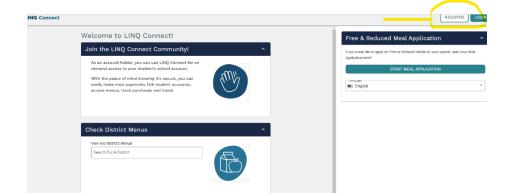
Bus Pass Link on the Carmel Unified School District website located here:

**Transportation page** 

It will bring you to this image:

## **CLICK HERE -Bus Pass Purchase Link**

it will open the page below. You will need to register to create an account <u>OR</u> If you have an account, please select Login. - see the <u>Yellow</u> circled area on the top right corner of the screen below. You can use the same login and password you used for Nutrition Services if you already created an account. You will need to add your students to the account, unless they are visible when you sign in. Your student's ID # is located on Aeries, or on the letter sent by Titan School Solutions.



Type: <u>Carmel Unified School District</u> in the open box (see red arrow)

From there, another window opens, then you can select the quantity of bus passes you want to purchase, listed as bus riders. Only select the number of riders you want to purchase passes for. If you have 3 students, please select the 3 Bus Rider option. You will need to select your student(s) bus routes AM/PM and review the bus rules and safety information.

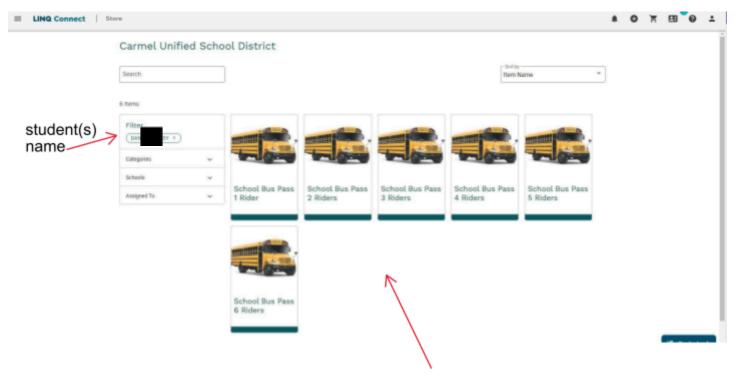
If the issues continue, please email <a href="mailto:laiello@carmelunified.org">laiello@carmelunified.org</a> and I will contact LINQ Connect and they will create a fix it ticket. Please include your student(s) name, ID #, school and grade level so they can resolve issues.

For a quicker response to ongoing issues LINQ Connect can also be reached at 1-888-464-5467. From the main menu please select option #1 and then option #1 again for support. A live agent will answer and can help resolve any issues.

## follow these steps: Down arrow to the right of her name, then Fee



It should then re-direct to this page:



Select the number of riders (students) you need bus passes for and procede through the checkout process.