


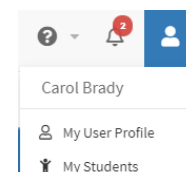
## Transportation Registration through MySchoolBucks

1. To begin registration go to [MySchoolBucks.com](https://myschoolbucks.com) or download the mobile App
2. Login with your account if you already have one (i.e. if you used it to purchase school meals).

- If you do not have an account, click on **Sign Up** button 
  - i. On the Sign up page select Massachusetts for the state, and when prompted for the district select **Newton Public Schools** as the school district and complete your Sign up information.
  - ii. **IMPORTANT** once you set up and validate your account through email, log back in, and click on + **Add Student** on the home page, or you can add your students at a later time under your profile (see next section below).
  - iii. **IMPORTANT** Make sure to select the current school your child is in, not next year's school. For families new to Newton Public Schools, select the school your child will be attending in the fall.
  - iv. If your child attends private school, please select Private School
  - v. If you are not able to find and add your child, please contact us at [bus\\_transportation@newton.k12.ma.us](mailto:bus_transportation@newton.k12.ma.us) or call 617-559-9051.



- If you already have an account, double check that all of your students who you plan to register for transportation are assigned to your account. To do so, click on the profile and select **My Students** and use the Add Student button to add anyone missing.



3. Once you have logged in, click on the **Transportation** link to begin the registration. Alternatively, under the **School Store dropdown** at the top, select "Browse All items"



4. You will see all Transportation products available for your family based on the schools your children attend. Select the Transportation product.

- a. If your child is an elementary or secondary school student, select the transportation link for your school.



- b. If your child is a 5th grade student transitioning to 6th grade, or 8th grade student transitioning to 9th grade, or Newton Early Childhood student transitioning to Kindergarten, make sure to select the appropriate school for **NEXT** school year.

- c. If your child is in grades K-6 and applying for the distance waiver, select "waiver form" transportation link for your school. ([What is a distance waiver?](#))



- d. If your child is a Boston METCO student, select the METCO product. There is no fee.



METCO - Bus 6 - Boston Hawks

Make this automatic?

Yes

No

5. If you would like to split your payment into installments Check **Yes** under "Make this Automatic"

6. Once you select the appropriate transportation product from above, complete the form, including your child's name, and the bus stop(s).

**Note:** If you are signing up more than one student, use the **"Add to Basket "** option to add additional students.

1 items | \$0.00



7. Click on the cart to begin the checkout process.
8. Within the Place Store Order page, review the transportation product(s) you have selected and complete the transaction.
9. Once the order is successfully placed, a confirmation page will appear.

You will be able to download your bus pass from Aspen parent portal around August 31, 2023. More information to follow.

If you have questions please contact us at [bus\\_transportation@newton.k12.ma.us](mailto:bus_transportation@newton.k12.ma.us) or call 617-559-9051. Please allow extra time for calls to be returned.