

Replacement student bus pass for free travel application form and guidelines

PT601-6

Who should use this form?

If you are a student who has previously been approved for free travel or a free transfer on a student fare paying service (other than Metro or Tassielink) and your card is:

- current (has not expired); and
- damaged / not working; or
- lost / stolen.

DO NOT USE THIS FORM if:

- you only travel on Metro and / or Tassielink services. You will need to apply for a replacement Greencard directly from Metro. Visit Metro at www.metrotas.com.au or phone on 13 22 01.

What fees apply?

You will have to pay a fee of \$11 for a replacement card if the card has been lost, stolen or deliberately damaged.

If the card has stopped working or been damaged through no fault of the student, you will need to surrender the card at Service Tasmania, along with this completed application form. No fee will be charged under these circumstances.

Please ensure ALL sections of this application are completed. Processing of your application may be delayed or your application may be rejected if information is missing.

I. DETAILS OF PARENT, GUARDIAN OR STUDENT (IF OVER 16)

Title:*	<input type="text"/>	Family name:*	<input type="text"/>	Given name(s):*	<input type="text"/>
Residential address:*	<input type="text"/>				
Suburb/town:*	<input type="text"/>	Postcode:*	<input type="text"/>		
Postal address (if not same as above):	<input type="text"/>				
Suburb/town:	<input type="text"/>	Postcode:	<input type="text"/>		
Second home or boarding address:	<input type="text"/>				
Suburb/town:	<input type="text"/>	Postcode:	<input type="text"/>		
Daytime phone number:*	<input type="text"/>	Mobile:	<input type="text"/>	Date of birth:*	<input type="text"/>
Email address:	<input type="text"/>				

How to apply

Online – fast track applications

1. go to www.transport.tas.gov.au/student
2. select Apply for a Replacement Student Bus Pass for Free Travel Online
3. follow the prompts to complete your application, an \$11 fee will apply

OR

submit this application in person at any Service Tasmania shop - for your nearest location visit www.service.tas.gov.au

What happens next?

When you lodge this form with Service Tasmania you will be issued with a temporary pass to use on non-Metro bus services. When applying online, a temporary pass can be printed. The temporary pass is an endorsed receipt, allowing students to access free travel for four weeks until their replacement card arrives.

How long will it take?

Your replacement card should arrive within four weeks.

Entered by:

ID number:

Pass number:

office use only

Reminder

If you travel on Metro and / or Tassielink only, apply for your replacement Student Greencard at Metro – visit www.metrotas.com.au or phone 13 22 01.

2. ABOUT THE CARD

Lost or stolen: Damaged: Not working:

3. DETAILS OF STUDENT

Family name: Given name(s):

Date of birth:

School/campus: Grade:

Travel details

Please list all bus services travelled in the AM or the PM.

	From (suburb)	To (suburb)	Bus operator
1st AM	<input type="text"/>	<input type="text"/>	<input type="text"/>
2nd AM	<input type="text"/>	<input type="text"/>	<input type="text"/>
1st PM	<input type="text"/>	<input type="text"/>	<input type="text"/>
2nd PM	<input type="text"/>	<input type="text"/>	<input type="text"/>

4. PERSONAL INFORMATION PROTECTION STATEMENT

You are providing personal information to the Department of State Growth, which will manage that information in accordance with the *Personal Information Protection Act 2004*. The personal information collected here will be used by the Department for the purpose of assessing eligibility for student concession travel programs and for cross-checking eligibility for other travel assistance. Failure to provide this information may result in your application not being able to be processed or records not being properly maintained. The Department may also use the information for related purposes, or disclose it to third parties in circumstances allowed for by law. You have the right to access your personal information by request to the Department and you may be charged a fee for this service.

5. DECLARATION

I declare that the information I have given is correct and I authorise officers of the Department of State Growth to conduct any necessary checks to verify the information I have supplied.

Signature of applicant (person named in Section 1)

Date dd/mm/yyyy

If the above signature is not the person named in Section 1, please enter name and relationship to applicant.

Name Relationship to applicant

ENQUIRIES

Phone 1300 135 513

Email bus.passes@stategrowth.tas.gov.au