

**Summer School Transportation Guidelines for General Education Pupils  
Attending Charter and Non-Public Schools**

The following guidelines have been prepared to clarify the conditions under which the Office of Pupil Transportation (OPT) will provide summer school transportation without charge to schools for General Education pupils attending programs housed in charter and non-public schools.

1. Summer school transportation is available for charter and non-public schools via common carrier (MetroCard) only. School bus transportation is not available.
2. MetroCards for summer school are valid from July 1 to August 14 only. OPT cannot provide any form of GE transportation outside of these dates.
3. Transportation is provided for K-6 programs that provide at least eighteen (18) or more instructional days, for 7-12 programs that provide at least thirty (30) or more instructional days, and operate a minimum of four days per week.
4. Transportation is provided for programs that are certified by the school as summer school or supplemental programs. Transportation is not provided for programs that are a continuation of the school's "regular" academic year schedule.
5. Transportation is provided for programs for which pupils earn academic credit or which are certified by the school as academic enrichment. Transportation is not provided for summer programs that are primarily recreational or cultural.
6. Since summer school programs are intended to be remedial or academic enrichment, it is expected that transportation will be required by fewer than the school's regular student population. Any school enrolling all or substantially all of their pupils for summer school should explain the requirement for transportation for all of those students.

If your school will be operating a summer school program that conforms to the guidelines above and you wish to request MetroCards for the program, proceed as follows:

- E-mail OPT at [Non-PublicSchoolMetroCards@schools.nyc.gov](mailto:Non-PublicSchoolMetroCards@schools.nyc.gov)
- Provide a detailed description of your summer school program (courses taught, days per week, etc.)
- Indicate the dates of the program
- Identify the number of MetroCards needed by category (K-6, 7-12, or half-fare)