



ATTACHMENT I

METRO TRANSIT AUTHORITY (MTA) TRANSIT ACCESS PASS (TAP) CARD APPLICATION

K-12 Student TAP Card Application

The K-12 TAP Card Program makes it easier for students in grades K-12 to qualify for reduced fares on Metro. Call 1.866.TAPTOGO for additional information.

Application instructions

- > All applicants are required to complete **sections i** and **ii** of this application.
- > Photo ID or school ID may be required for pass purchase on TAP for Students in grades 9-12.

Section I – Applicant information

Last Name

First Name

Middle Name/Initial

Street Address

City | State | Zip

Apt #

City | State | Zip

Birth Date

Telephone Number

Name of School

Street Address

E-mail

Section II – Eligibility criteria

Complete appropriate grade level information below.

- ☐ Student 9-12
Student 9-12 TAP cards are only valid when accompanied by a current school photo ID or other valid photo ID.
> Please indicate grade of current enrollment: _____ (for example: 9th grade)
> Please indicate month of promotion to next grade, which is the last month of your *current* school year: _____ (e.g., June)
- ☐ Student K-8
Students K-8 are not required to carry a school photo ID with their TAP card.
> Please indicate grade of current enrollment: _____ (for example: 5th grade)
> Please indicate month of promotion to next grade, which is the last month of your *current* school year: _____ (e.g., June)

Both K-8 and 9-12 students must be enrolled in an accredited elementary, junior high or high school in Los Angeles County. Applicants

must include one of the following documents listed below.

- _____ Current report card (photocopy)
- _____ Current valid school ID (photocopy)
- _____ Computer printout showing enrollment units and/or in-class schedule (photocopy)
- _____ Letter on school letterhead containing the original signature of a school official

See back to complete application.



Metro





ATTACHMENT I

Dates to apply

Qualified K-12 applicants may submit applications for a K-12 Student TAP card at any time during the year. This TAP card will expire upon 8th or 12th grade graduation (as appropriate) or every three years (whichever occurs first).

Submitting your application

A completed application contains the following:

- > A completed application form: **sections i and ii.**
- > One of the following documents:
 - _____ Photocopy of current report card
 - _____ Photocopy of current valid school ID
 - _____ Photocopy of class schedule and/or printout showing enrollment units
 - _____ Letter on a school letterhead with original signature of school official

Submit your completed application packet to any of the following Metro Customer Centers listed below or mail to:

- > TAP Service Center
PO Box 811310
Los Angeles, CA 90081

Student TAP cards will be mailed to eligible applicants after verification has been completed. Normal processing time is 20 business days for applications dropped off at a Metro Customer Center. Please allow additional time for mailed applications.

I understand that I may lose the use of my Reduced fare TAP card if I misuse the card, or if I mark, tag or damage transit agency property. I agree to obey all transit rules and regulations. I hereby certify that the information provided on reverse is true and correct.

Applicant Signature

Date

Metro customer centers (accepting student tap card applications)

Metro Customer Center
Baldwin Hills/Crenshaw
3650 Martin Luther King Blvd.
Ste 189
Los Angeles, CA

Metro Customer Center
East Los Angeles
4501 B Whittier Blvd.
Los Angeles, CA

Metro Customer Center
Union Station/Gateway Plaza
One Gateway Plaza
Los Angeles, CA

Metro Customer Center
Wilshire/La Brea
5301 Wilshire Blvd.
Los Angeles, CA

Lost, stolen or destroyed tap cards

- > Call TAP Service Center immediately at 1.866.TAPTOGO (827.8646) to report a lost, stolen or destroyed TAP card.
- > Pay a non-refundable, nominal replacement fee.

For more information

Visit metro.net/reduced_fares
213.680.0054