



BUS REGISTRATION 2019 - 2020

We would like our child (children) to use the AIS bus service:

Family Name	Given Name	Preferred Name	Year	Campus
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

PARENT INFORMATION

Father / Legal Guardian

Mother / Legal Guardian

Full Name:

Address:

Mobile Phone:

Email:

Full Name:

Address:

Mobile Phone:

Email:

In case the bus is delayed due to unavoidable traffic conditions, we will contact the parent listed above, or the following person:

Contact name: Phone number:

PICK UP / DROP OFF ADDRESS

House Number: Street:

Ward: District:

For Apartment building: Building / Block: Apartment Number: Floor:

* If the address is difficult to find (or not accessible by bus) and you would like your son/daughter(s) to be picked up at a different address, please provide special instructions here:

Commencement Date: _____
day / month / year

* The pick up and drop-off address must be the same, otherwise you will need to inform AIS Transport Department. The bus fee will be adjusted accordingly.

BUS ROUTES AND FEES (Please tick the route and trip type below)

- Route 1:** District 2
 - Return: **VND 21,000,000**
 - One-way: **VND 15,000,000** Morning Afternoon
- Route 2:** Districts 1, 3, 7, 9, Binh Thanh and Thu Duc
 - Return: **VND 28,000,000**
 - One-way: **VND 20,000,000** Morning Afternoon
- Route 3:** Districts 5, 10, 11, Tan Binh, Go Vap and Phu Nhuan
 - Return: **VND 31,000,000**
 - One-way: **VND 22,000,000** Morning Afternoon
- Route 4:** Districts 4, 6, 8, Tan Phu, Nha Be, Binh Duong (Minimum 5 students)
 - Return: **VND 34,000,000**
 - One-way: **VND 24,000,000** Morning Afternoon
- Route 5:** Bien Hoa, Dong Nai (Minimum 5 students)
 - Return: **VND 46,000,000**
 - One-way: **VND 32,000,000** Morning Afternoon
- Route 5:** Thao Dien Campus – Thu Thiem Campus
 - Return: **VND 11,000,000**
 - One-way: **VND 8,000,000** Morning Afternoon

NOTES

- For the safety of your son/daughter(s), please ensure that someone is at the drop off point 5 minutes prior to the bus arriving.
- The bus will only wait for **2 minutes** past the agreed pick up time. It is essential that the bus adheres to the schedule.
- Each bus is equipped with a mobile phone. Please ask School reception for the telephone number of the bus that your son/daughter(s) is/are on so that you can contact the Bus Supervisor if required.
- School Bus Fees are per student for the full Academic Year and are **not refundable**.
- Morning pick up time commences from 6am. There are two afternoon pick up times at 2.40pm and 3.55pm at Thao Dien and Thu Thiem Campuses.
- Payments can be made in 3 instalments. The surcharge will be 8%.

Please indicate if you would like to pay in 3 instalments: Yes No

Bus information can be viewed at: services.aisvietnam.com

Contact the AIS Transport Department:
+84 28 3742 4040 ext 6314 | transport@aisvietnam.com

STATEMENT OF AIM

AIS aims to provide a safe and reliable School Bus service using modern air-conditioned vehicles for the purpose of picking up and dropping off School students on designated operational routes determined by the School.

All vehicles will have regular safety and maintenance checks and will be operated by a licensed driver.

RATIONALE

- The School wishes to service the transport needs of the student and parent community in Ho Chi Minh City. For safety reasons however, this service is not normally extended to students in Kindergarten.
- Transportation arrangements typically take up to one week to finalise. This registration form must be submitted five days prior to the start of service.
- The School may change the bus schedule from time to time. In such cases, AIS Transport Department will notify parents by email.
- To ensure on-time arrival at School, buses can wait no longer than **2** minutes after the designated pick-up time before moving to the next pick-up point.
- To maintain an effective and efficient service, it is expected that parents adhere to the agreed pick up and drop off details agreed in the Bus Registration Form. In the event of repeated lateness, the School reserves the right to withdraw the service.

THE ROLE OF PARENTS

Parents who request and pay for the School Bus will:

- Inform the School of any required changes to the bus route at least 1 week in advance of the required change.
- Inform the Transport Manager prior to pick-up, if the child is not catching the School bus on any given day.
- Sign a Bus Registration Form which confirms the pick-up and drop-off address and requirements. This is a service agreement that parents, students and the School will use to their best endeavours to adhere to.
- Ensure that students are ready for pick up at the agreed time with the Transport Manager.
- Ensure that appropriate authorised personnel are at the drop-off point with your son/daughter(s).
- Ensure that your son/daughter(s) behave in an appropriate manner at all times while on, or waiting for the School Bus.

THE ROLE OF STUDENTS

Good conduct is necessary for a safe bus ride. Students must be prompt for all collections and drop-offs.

Students travelling on the bus must:

- Be prompt for bus departures, by being at the assigned bus stop **5** minutes before scheduled departure.
- Listen and follow the instructions from teacher/guard/bus hostess/driver at all times
- Treat all staff (drivers/bus hostesses) as you would treat a teacher.
- Secondary students who miss the bus must arrange their own transportation to school or home.
- Behave in an appropriate manner at all times. Be polite, courteous, and respectful to the driver and other passengers.
- Do not talk to, or distract the driver.
- Talk both respectfully and in quiet voice.
- Keep the bus clean and respect the rights and property of other passengers on the bus.
- Keep head, arms, legs, and hands inside the bus at all times.
- Keep feet off the seats.
- Never throw objects around the bus or outside the windows.
- Never open the windows without the driver/bus hostess's permission.
- Do not push or shove.
- **No food or drink allowed on the bus.** (Water is ok).
- Remain in the seat allocated by the duty teacher/guard/bus hostess/driver and wear a seatbelt at all times until the bus comes to a complete stop.
- Get off the bus at your approved drop off point only.
- Inform the school as early as possible (ideally 24 hours in advance) if you are on a bus list but not using the bus. In exceptional circumstances, if routes and seats allow, the Transport Manager may allow changes before **1pm** on the day of travel.

DECLARATION

The details I have provided above for the Bus Registration are accurate and I have read, understood and agree to the information and bus conditions. I understand that neither the School nor any of its employees are responsible for incidents or accidents that occur while a student is on a School Bus or while waiting for a School Bus or while waiting to be collected by a parent/guardian.

Signature of Parent / Guardian

Name of Parent / Guardian

day / month / year

Thu Thiem Campus

(Kindergarten – Year 13)
264 Mai Chi Tho (East-West Highway)
An Phu Ward | District 2 | HCMC
t: +84 28 3742 4040

Thao Dien Campus

(Kindergarten – Year 6)
APSC Compound | 36 Thao Dien Road
Thao Dien Ward | District 2 | HCMC
t: +84 28 3744 6960

Xi Campus

(Kindergarten)
190 Nguyen Van Huong Street
Thao Dien Ward | District 2 | HCMC
t: +84 28 3519 2727