



**International School  
HO CHI MINH CITY  
AMERICAN ACADEMY**  
A COGNITA SCHOOL

# TRANSPORTATION FORM

PHIẾU ĐĂNG KÝ XE ĐƯA ĐÓN

Address: 16 Vo Truong Toan St., An Phu, Dist 2, HCMC • Phone: (84-28) 3898 9100 • Fax: (84-28) 3519 4110 • Email: admissions@aavn.edu.vn • Website: aavn.edu.vn

## STUDENT(S) INFORMATION

No	Family Name	Given Name	Preferred Name	Grade
1.	.....	.....	.....	.....
2.	.....	.....	.....	.....
3.	.....	.....	.....	.....
4.	.....	.....	.....	.....

Medical information (allergies, asthma, etc.):  No  Yes (please give more details) .....

## PARENT INFORMATION

*We require a minimum of two emergency contact numbers. Please remember to inform transport office of any change to these numbers.*

Father Fullname: ..... Mother Fullname: .....

Mobile Phone No: ..... Mobile Phone No: .....

Email: ..... Email: .....

## PICK UP/DROP OFF ADDRESS

House No: ..... Street: ..... Ward: ..... District: .....  
 If the address is difficult to find (or not accessible by bus) and you would like your child/children to be picked up at a different address, please provide special instructions here: .....

Start Date: .....  Round Trip  One Way Morning  One Way Afternoon

## BUS ROUTES AND FEES *For Return trips (The fee for 1 way trip equals 65% the fee of return trip)*

- Route 1:** Cantavil, Estella, Masteri, Imperia, The Vista, Riviera, Nassim, Estella Heights, Gateway Thao Dien apartment  
 Whole Year VND 22,022,000  Instalment 1: VND 11,330,000  Instalment 2: VND 11,330,000
- Route 2:** Other houses/aparments in Thao Dien ward & An Phu Ward (under 4km)  
 Whole Year VND 27,632,000  Instalment 1: VND 14,200,000  Instalment 2: VND 14,200,000
- Route 3:** Other wards of Thu Duc city (Thanh My Loi, Binh Trung Dong, BTTay & Dist 1,3,9, Binh Thanh, Phu Nhuan)  
 Whole Year VND 31,504,000  Instalment 1: VND 16,200,000  Instalment 2: VND 16,200,000
- Route 4:** District 4, 5, 7, 10, 11, Go Vap, Tan Binh, Thu Duc, Vinhome Grandpark  
 Whole Year VND 36,256,000  Instalment 1: VND 18,600,000  Instalment 2: VND 18,600,000
- Route 5:** Dist. 6, 8 Tan Phu, Binh Tan, Nha Be, Binh Chanh  
 Whole Year VND 38,720,000  Instalment 1: VND 19,900,000  Instalment 2: VND 19,900,000
- Route 6:** Bien Hoa, Binh Duong  
 Whole Year VND 44,000,000  Instalment 1: VND 22,600,000  Instalment 2: VND 22,600,000

## NOTES

### Morning pick up:

The Bus will only wait for only 2 minutes past the agreed pick up time. It is essential that the bus adheres to the schedule. Please inform Transport office in advance or Bus Supervisor if you don't need to pick up certain day.

### Afternoon drop off:

- When drop off at house or residential apartment, students walk home by themselves.
- Drop off at center points, or gathering points: students will wait for parents pick up or walk home by themselves.
- If late for bus, students need to call parents to arrange other transport.
- ASAs buses: can be arranged to drop off at center points, parents will choose the nearest point to your home.

**School bus fees are per student for the full Academic Year** (2 Sibling will get discount 5%, and 3 sibling will get 10%).

Bus fee is required to be paid full before the service.

Pricing is dependent on return trip or one way only. Bus fee is the package fee for semester or whole year and not count day by day.

**Contact the ISHCMC Transport Department**  
**Tel: (+84-28) 3898 9100 Ext: 511**  
**Email: transport@ishcmc.edu.vn**

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## TRANSPORTATION SERVICE TERMS & CONDITIONS

1. Transportation arrangements typically take up to two weeks to finalize. This application form must be submitted two weeks prior to the start of service.
2. Daily transportation to and from school will be provided to students living within a reasonable distance to the School, provided that at least 5 students can be collected/ dropped from the same centrally located pick-up and drop-off location. This does not include before or after school activities, and does not include weekend or special events.
3. To help ensure on-time arrival at School, buses will wait for two minutes after the assigned pick-up time before moving to the next pick-up point.
4. The School will provide parents with the location and approximate drop-off time locations. Parents are responsible for daily supervision arrangements at pick-up and drop-off points.
5. Traffic, city events, and accidents may disrupt a child's busing, but this does not constitute ISHCMC-AA's inability to fulfill its transportation obligation.
6. ISHCMC-AA must be notified in writing of any changes to a parent's transportation request. If you plan to alter your child's routine for a special occasion, before or after school activity, (etc) you must provide a written note of that change to the Transport Manager.
7. Bus space is limited and is reserved for the transportation of ISHCMC-AA students only. The buses stop only at pre-arranged drop-off points and any individual request for a change in bus schedule or route must be facilitated through the Transport Manager.
8. All issues and questions related to bus transportations should be directed to the Transportation Manager.
9. Bus cancellation terms are clearly stated in Transportation at International School Ho Chi Minh City - American Academy. Please refer to document for cancellation terms.
10. To qualify for refund of fares paid, cancellation must be meet deadline dates (2 weeks in advance for cancellation, 1 week in advance for changing from return trip to 1 way/ or 1 way to return trip).
11. Violation of or failure to comply with, bus rules can result in disciplinary action consistent with ISHCMC-AA policies. In serious cases, a student's bus service may be terminated.
12. I understand that ISHCMC - AA or any of its employees will in no case be held responsible for any injury, or any other matter of any nature that may occur to any student while on the bus; while waiting for any bus at any pick-up point; while waiting to be collected by parents or guardians at any pick-up point; or when not in the presence of a sanctioned supervisor.
13. In line with the government Decree 10/2020/ND-CP on Auto Transport Business and Conditions for Auto Transport Business - Chapter III, Article 13:
  - All school busses will be fitted with Video Cameras.
  - To ensure the safeguarding of our students, all footage will only be held securely for 7 days.
  - Should there be a reason to access any footage by the school or company, this will be done in accordance with strict data protection protocols.
  - Footage is not able to be requested by Parents or Students.

### Declaration:

I have read and understand the information and conditions shown above.

Signature of Parent/Guardian

Name of Parent/Guardian

Day/Month/Year