

**COLLEGE OF MICRONESIA-FSM**  
**ADMINISTRATIVE PROCEDURE NO. 7004**

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## **Student Transportation Service Fee**

Date Adopted: 15 December 2015

Date Revised:

Date Reviewed:

References:

### **Purpose**

This administrative procedure outlines the implementation guidelines for the Student transportation service fee policy providing transportation for COM-FSM students at National Campus, CTEC, Kosrae Campus, Chuuk Campus, and Yap Campus.

Transportation services may operate Monday through Friday when classes are in session, including during orientation, examination periods, registration periods, approved student activities, and other designated operational periods as determined by each campus administration.

The intent of the service is to improve students' timely access to classes, educational opportunities, student support services, and campus resources. Transportation services may include scheduled routes transporting students between municipalities, villages, residential areas, instructional sites, college facilities, and other approved locations necessary to support student access and success at all COM-FSM campuses.

### **Bus Pass**

Campus business offices shall issue bus passes to students upon cash payments or authorizing of charges against their Pell Grant award. Semester passes or other approved pass structures may be made available for students based on campus operational needs.

### **Bus Schedules and Bus Passes**

Each campus administration or designated maintenance/transportation office shall distribute initial bus schedules during the first week and second week of every semester. Final schedules will be released after the second week of classes at which time bus passes will be required.