

2023 school travel applications are now open

Applications for student travel in 2023 opened from **Monday 10 October 2022**.

Students who need a School Opal card or travel pass for 2023 can [apply](#) now. A new application will need to be submitted if they are applying for the first time, or if they are requesting an additional travel entitlement as a result of a new shared parental responsibility situation (e.g. joint custody).

Students who change address, school, campus location, have repeated a year or received an expiry notification from Transport for NSW for their school travel entitlement should [renew or update](#) their details before **the end of term 4**.

This will ensure that schools can endorse applications, and entitlements remain valid for the start of the 2023 school year. School Opal card holders will have the changes applied to their existing card.

If a student's distance eligibility has changed based on their grade (i.e. grade two to grade three), the system will automatically update their entitlement if they meet the new criteria. If they do not meet the new [eligibility criteria](#), we will send an expiry notification via email.

Students who have an entitlement approved under a medical condition that is due to expire will receive a notification advising them to re-apply.

[Term Bus Pass](#) holders will receive a notification to re-apply.

Students in the Opal network applying for an Opal card (including a Term Bus Pass) for the first time will receive their Student Opal card at their nominated postal address. Cards will be mailed out from January 2023.

Students living in rural and regional (R&R) areas should receive their travel pass at the start of the new school year from their nominated transport operator. It may come via the school or be sent directly to them at home. **Note:** some R&R operators do not issue travel passes. Students/parents should confirm with their nominated operator if they do not receive a pass.

School travel application endorsement

Occasionally, applicants completing the online form make mistakes, so we ask that school administrators be mindful of this and only endorse applications with correct information.

If you identify an error, you can amend the first name, date of birth or grade of a student's travel application by clicking in the relevant row on the portal. Please ensure you have confirmed the information before making any changes. Refer to page 16 of the School Portal User Guide for further instructions. The user guide is accessible within the School Portal by clicking the arrow next to your username.

If a student's details cannot be confirmed or they are not yet enrolled please do not endorse the application. By selecting 'no' the application will be rejected and the applicant will be informed. They will then need to submit a new application.

If a school administrator endorses an application in error, please advise our Concessions team as soon as possible [here](#).

If school administrators require access to the School Portal, please request an account [here](#).

If you need to remove school portal access for staff members who have left the school recently, please let us know via a [feedback form](#) and select 'school/operator portal' and then 'remove existing user access'.

Transport Concession Entitlement Cards (TCECs)

Schools applying for Transport Concession Entitlement Cards (TCECs) for senior students are advised to submit applications at least four weeks before the end of Term 4. This will allow time for processing and delivery to the school before the holiday period commences. Applications scheduled for delivery during the holiday period will be held and delivered when school recommences from January 2023.

When applying for TCECs before the end Term 4 2022, ensure you enter the grade the student is in this year, not the grade they will be in during 2023. E.g., year 11 students who have commenced year 12 studies are still considered as being in grade 11 until the end of 2022.

Travel from Term 1 2023

We ask that parents plan ahead and make sure their child knows which service/s to use and has a valid ticket to travel; either a School Opal card or Child/Youth Opal card (within Greater Sydney) or a School Travel Pass (outside Greater Sydney), from the start of the school year.

Applications for 2023 School Student Transport Scheme (SSTS) travel open at the start of Term 4 2022, so parents/students can [apply](#) or [update](#) details early and be ready for the start of the new school year.

Most students using the Opal network will not need a new Opal card and can continue travelling on their existing card each year.

The start of the year is a busy period for local transport operators, and students travelling without a valid ticket make service planning and operations difficult.

We recognise that for some families last minute changes to school enrolments mean they may not have a School Opal card or Travel Pass for the start of term. In the Opal network, we strongly encourage these families to have their children travel with a Child/Youth Opal card until they receive their valid School Opal card. If outside Greater Sydney, parents should contact their [local bus operator](#) to discuss their travel needs.

Bus operators are flexible and understanding, particularly at the start of the school year, and will ensure students can travel safely to and from school. But to best support our operators we encourage all students to have a valid ticket, as early as possible, from the start of the school year.

Students using School Opal cards are also reminded that they must tap on and tap off in line with the [Student code of conduct](#) and [Opal terms of use](#).