



Attleboro Public Schools

How to Confirm Bus Eligibility Status

Please Follow these simple instructions:

Log in to the APS Aspen Site:

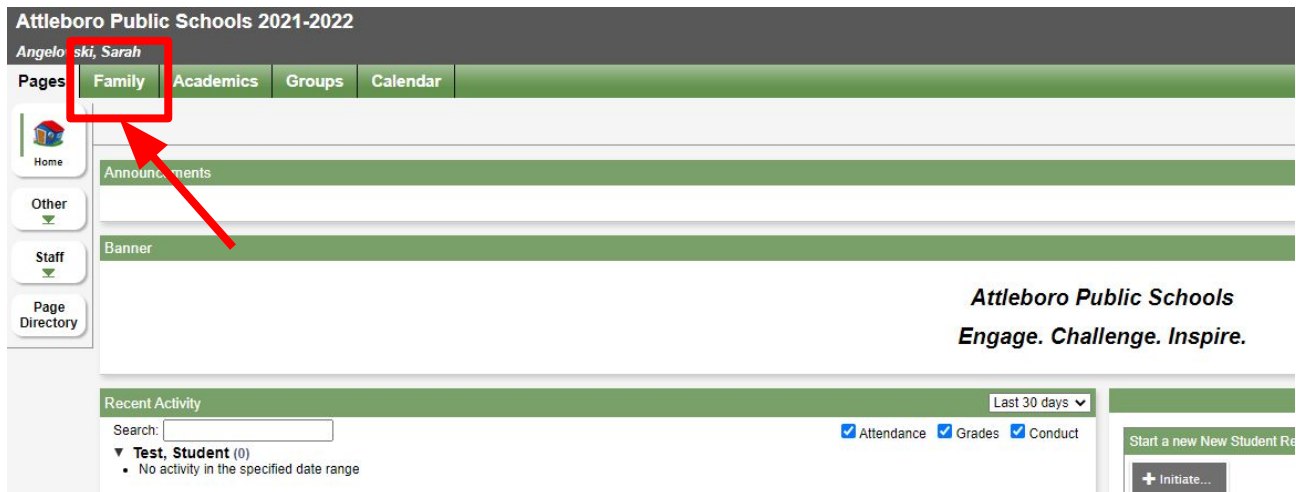
1. Open a web browser (Google Chrome, Safari)
2. Visit the following URL address:
<https://ma-attleboro.myfollett.com>
3. You will see the login screen, pictured to the right.
4. Enter your family portal Login ID and Password

(If this is the first time you are logging in to Aspen, refer to the first time login instructions you received in the email with your login information, or [click here](#))
5. When you are logged in, you will see your Aspen Home Page.



Step 1. Click on the 'Family' Tab

1. To begin the process, click on the "family" tab at the top of your portal.



Step 2. Select the Appropriate Student

You should see a list of your assigned students. Click on the student that you want to select.

The screenshot shows the 'Students' list for Sarah Angelovski. The interface includes a navigation bar with 'Pages', 'Family', 'Academics', 'Groups', and 'Calendar'. Below the navigation bar, there are tabs for 'Details', 'Contacts', 'Daily Attendance', 'Conduct', and 'Transcript'. The 'Students' list is displayed with columns for Name, DOB, and Grade. The student 'Test, Student' is selected, indicated by a red box and a red arrow.

Name	DOB	Grade
<input type="checkbox"/> Test, Student	4/2/2000	05

Step 3. Navigate to the 'Details' Tab

Once you have selected the student for whom you would like to confirm the bus eligibility status, click the 'details' tab on the left side of the screen.

The screenshot shows the 'Details' view for the student 'Test, Student'. The 'Details' tab is highlighted with a red box and a red arrow. The interface includes a navigation bar with 'Pages', 'Family', 'Academics', 'Groups', and 'Calendar'. Below the navigation bar, there are tabs for 'Details', 'Contacts', 'Daily Attendance', and 'Conduct'. The 'Details' tab is selected, and the student's information is displayed.

Name	DOB
<input checked="" type="checkbox"/> Test, Student	4/2/2000

Step 4. Navigate to the 'Transportation' Tab

Once you are in the Details section of their portal, click on the 'transportation' tab.

The screenshot shows the 'Transportation' view for the student 'Test, Student'. The 'Transportation' tab is highlighted with a red box and a red arrow. The interface includes a navigation bar with 'Pages', 'Family', 'Academics', 'Groups', and 'Calendar'. Below the navigation bar, there are tabs for 'Details', 'Contacts', 'Daily Attendance', and 'Conduct'. The 'Transportation' tab is selected, and the student's information is displayed.

Name	Test, Student	School > Name	HOMES
Local ID	60006692	Year of graduation	2029

Step 5. Navigate to the Bottom of the Transportation Page

Once you have navigated to the 'Transportation' tab, your students' bus eligibility information is located at the bottom of the page.

The screenshot shows a web interface with a navigation bar at the top containing tabs for Demographics, Addresses, Activities, Ethnicity, and Transportation. Below the navigation bar is a sidebar with options: BUS IN, Bus Stop AM, Pickup Time, BUS OUT, Bus Stop PM, and Dropoff Time. The main content area displays a table of bus eligibility information for different school levels. The table is highlighted with a red border. The table has the following structure:

Elementary School	WES	Elementary Status	Bus	Middle School	BMS	Middle School 5-6 Status	Bus	Middle School 7-8 Status	FFS	High School Status	FFS
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You will see two sections for each school level. The first states the name of your students' school. The second states your students' bus eligibility status. Please note, depending on your address, middle school may have two different statuses.

The diagram shows three sections of the bus eligibility information for middle school students, each highlighted with a red border. The first section is labeled 'Middle School' and 'BMS'. The second section is labeled 'Middle School 5-6 Status' and 'Bus'. The third section is labeled 'Middle School 7-8 Status' and 'FFS'. Red arrows point from the labels 'School name' and 'Bus Eligibility' to the corresponding sections.

Middle School	BMS	Middle School 5-6 Status	Bus	Middle School 7-8 Status	FFS
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School name

Bus Eligibility

Please see below for the descriptions of Bus Eligibility Status and registration requirements:

- **Kindergarten and Grade 1** – Free Transportation (Registration is not required. You must contact your student's school if you will need transportation.)
- **Bus** – Free Transportation (Registration is *not* required)
- **Safety** – Free Transportation (Registration is *not* required)
- **FFS** – Fee for Service Transportation (**Registration is required**)
- **Walker** – Not eligible for transportation