

T Pass Information and Policy

All Excel Academy Charter High School students are provided T passes in accordance to their place of residence.

Types of Passes

Type of Pass	Description
BPS M7	A monthly pass that BPS (Boston Public Schools) provides for free to transportation-eligible students. These are assigned to students who live in the city of Boston only.
Excel M7	A monthly pass that Excel provides for free transportation to students who live in the city of Chelsea only.
S-Pass	This is a stored-value “pay-as-you-go” pass. These passes are good for MBTA travel and give students a discounted price. This can be done at any CharlieCard machine. These are assigned to students who do not live in the cities of Boston or Chelsea, for example towns such as Revere, Lynn, Winthrop, Saugus etc. Students are responsible for adding their own funds to these cards.

Replacement Pass

The student is responsible to keep their pass secure and undamaged. If any of the following situations occurs, the student will have to take the noted action steps:

Situation	Action Steps
Lost/Damaged Pass	<ol style="list-style-type: none"> 1. Fill out the “T-Pass Request Form” in the main office 2. Turn in form and pay a \$5 fee for the new pass. New pass will not be given until fee is paid.
Non-working Pass	<ol style="list-style-type: none"> 1. Fill out the “T-Pass Request Form” in the main office 2. Turn in form and attach non-working pass. Non-working pass MUST be turned in with form, otherwise we will assume it was lost, and the \$5 will apply.
New Address	<ol style="list-style-type: none"> 1. Fill out the “T-Pass Request Form” in the main office 2. Turn in form and attach a copy of a proof of residence such as a utility bill or cellphone bill. It must be dated within the past 30 days. New pass will not be ordered until proof of residence is turned in.

Wait Time for New Pass

The passes are requested from the MBTA or Boston Public Schools. It can take up to a month for the passes to be delivered. During this wait time, the student is responsible to get to and from school on their own. Temporary passes are not available.