

PODAR INTERNATIONAL SCHOOL
TRANSPORT DEPARTMENT

CIRCULAR FOR PARENTS FOR TRANSPORT ADMISSION AY-26-27

Dear Parents,

As the new academic year 2026-27 is quickly approaching. We wanted to give you some important information regarding the School Bus Transport Admission and payment schedule procedure.

- School Bus Admission will start on **2nd March 2026** (Monday to Saturday between 9:30 am and 4:30 pm) for existing and new parents who are going to opt for bus transport from **1st April 2026**. **Existing transport parents are requested to pay the transport fees by 30th March 2026**.
- **There will be no transport fee increment for the academic year 2026-2027.**
- Transport **fees must be paid online only** through the **Betweenus portal before the due date**.
- Parents are requested to ensure timely payment to avoid disruption of transport services.
- EMI Facility via Grayquest for Transport Fees for AY 2026-27.
- We are happy to announce that parents may opt for the Grayquest EMI facility for payment of transport fees.
- This option allows parents to pay the transport fees in monthly instalments, starting from the month the transport service is availed.
- **Grayquest will levy a 5.55% surcharge on the payable transport fee if the EMI option is selected.**
- Parents opting for EMI must select Grayquest as the payment mode while making the payment on the Loop Learning portal.
- School Bus transport admission is on a **First come First Served** basis.
- Transport services will be provided after 3 working days of transport admission in April 2026 & June 2026 for new enrollments.
- School Bus transport facility will be provided subject to the availability of bus seats.
- New Parents who are desirous to take the transport are requested to check the routes and satisfy themselves before taking the transport admission. Transport Fees once paid are not refundable.

- **Transport Fee Payable Based on Month of Availing Bus Service**

From AY 2026-27 onwards, students will be charged transport fees as follows based on the month from which the transport facility is availed.

Month Bus service is Availed From	% of Annual Transport Fee Payable
April	100%
May	100%
June	100%
July	100%
August	80%
September	70%
October	60%
November	50%
December	40%
January	30%
February	20%
March	10%

- School Bus Transport late fees will be charged from **1st June 2026 @ Rs. 1000 /- for existing school parents (Subject to bus seats being available)**
- Parents are requested to collect the bus transport form from the Transport office (Trustee building Basement 1 Transport Office). At the time of submission please bring one stamp-size photographs of your ward.
- For inquiries about IB transport admissions, please drop an email to Mr. Sandesh Kamble sandesh.transport@podar.org contact no. 8828851273 or transportteamsantacruz@podar.org or call 022 67111 111 (Extension – 164 / 120)