

# How to apply for a school travel pass (Opal card)



Apply online for all school travel passes – children in Kindergarten to Year 2 can receive a free bus pass.

You can apply online for all school travel passes, using a single application form for your complete journey. <https://apps.transport.nsw.gov.au/ssts/#/applyNow>

## Who needs to submit a new application?

You will need to submit a new application if you are:

- Applying for a school travel pass for the first time
- Requesting an additional pass as a result of a new shared parental responsibility situation (e.g. joint custody)

## You will need to re-apply or update your details if the student has a current free school travel pass and:

- The student is changing school or campus
- The student has changed address
- The student has repeated a year
- You've received an expiry notification

Applications must be completed by the student's parent or legal guardian if the student is aged under 16 years. Students 16 years and over must complete the application form themselves. Free school travel passes are subject to eligibility criteria.

## How to apply

To apply for a school travel pass, go to <https://apps.transport.nsw.gov.au/ssts/#/applyNow>  
Please note, you will need a valid email address to complete the form.

## Applying

**Step 1.** Parents (or students aged 16 or over) first fill in the online application form

**Step 2.** Note down your N or UN number

**Step 3.** Follow the steps provided on the screen to submit your application to your school for endorsement

## School endorsement

After you have submitted your application, your school needs to endorse it.

## Processing your application

Transport for NSW will process the application

## Issuing free school travel passes

If your application is successful:

- For travel inside the Opal network, a School Opal card is sent.
- The application process may take several weeks and you will be informed of the outcome of your application by email.