

On-Campus Transportation Process and Responsibilities

DRC Office: Building 124 - 119

Operating Hours: 6:45 am – 7:00 pm

Phone: (805) 756-6184

Student, Staff and Faculty Responsibilities

- Verify disability with the DRC **before** rides can begin
 - Complete Temporary Student Application for Services
 - Provide medical documentation from your physician
- Review safety training with your tram driver **before** rides can begin
- DRC Drivers can only pick up at the designated campus stops approved by UPD (University Police Department). Please do not ask a DRC Driver to pick you up at a stop not approved and on our campus pick up map.
 - **Obey California state laws requiring the use of safety belts**
- Regularly scheduled riders: complete a quarterly tram schedule
- On-call riders: Call 756-6184 as much in advance as possible
 - Note: scheduled riders have priority over call-in riders
- Notify the DRC if there are any changes in scheduled pick-up times or locations, or to cancel a ride.
- Call in rides for after 4:30pm must be scheduled before 4:30pm the same day.

No Show Policies

1. A “No-show” will cancel all of the day’s scheduled rides unless student contacts DRC.
2. Two consecutive “no-shows” will terminate tram services until student meets or speaks with a DRC professional staff member.
3. Driver will wait no longer than two minutes beyond the scheduled pick-up time.

DRC Responsibilities

- Determine eligibility before service can begin
- Provide trained drivers and safe, well-maintained vehicles
- Pick up and drop off students at designated campus stops in a timely manner during operating hours
- Review state safety regulations and laws

MORE SPECIFIC INFORMATION CAN BE FOUND ON THE WEB AT

WWW.DRC.CALPOLY.EDU/SERVICES/ON_CAMPUS_TRANSPORTATION.HTML

DRC STAFF AND YOUR ACCESS SPECIALIST ARE AVAILABLE TO ANSWER ANY ADDITIONAL QUESTIONS