

Transportation Registration through Family Connection

Registration for School Year 2020- 2021 Bus Transportation is now available online through Family Connection!

How do I know if I need to register?

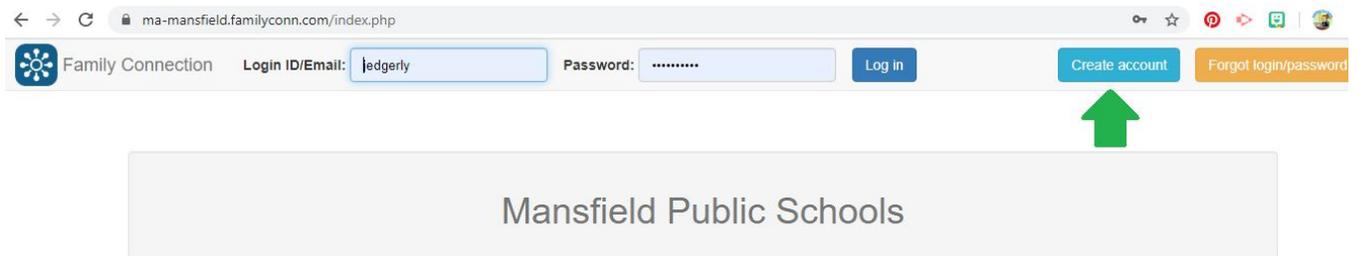
YES: your student is in grades 7 - 12

YES: your student is in grade K - 6 and you live within 2 miles of the school district

NO: your student is in grade K - 6 and you live beyond 2 miles of the school district.

To begin, go to the Mansfield Public Schools website → Departments →Transportation -->Click on the link to Family Connection Bus Registration (<https://ma-mansfield.familyconn.com/index.php>)

If you already used Family Connection for online enrollment in the 2019-20 or 2020-21 School year, you can begin by logging in. If you've never used Family Connection, start by clicking on Create Account:



To create a new account, you must use the Email address that you receive all your MPS communication from which is the email address for contact #1.

New Parent/Guardian Account ✕

Parent/Guardian First Name:

Parent/Guardian Last Name:

Parent/Guardian Email:

Password:

Confirm Password:

Minimum of 6 characters

Please select one of the following:

I have students that are currently enrolled in this school district, or were enrolled in the past.
Use this option for Bus Transportation registration.

Please fill out the following for any one of your students that are, or were at a time enrolled in this school district

Student First Name:

Student Last Name:

Student Birthdate:

I will be enrolling students in this school district for the very first time.



*****After you click Create Account be sure to check your email for the Account Activation Link. Once you click on the account activation link in your email, you will be ready to move on to the next step.*****

Once your account has been created you can begin registering for Transportation. If you are an existing student, you do not need to use the Registration Form or Document Upload Tabs which are needed for new enrollments.

- Kindergarten Registration for 2020-2021 is now open. Complete your registration and click the SUBMIT FORM button. In LATE February, the Robinson School will start reviewing these registrations and reach out to you via email with the next steps.
- Once you've completed registering all students, be sure you have clicked the Submit Form Button below, then return to the Mansfield Public School homepage for additional instructions. CLICK HERE to return.



The first thing on the registration is to select the school year, **please be sure to select Next School Year 2020-2021**

A screenshot of the 'Student Transportation Request' form. At the top, there is a breadcrumb trail: 'Home / Form: Transportation Request Form 6/4/2020 11:13 AM'. Below this are two buttons: 'Save & Return to Home' (green) and 'Discard Form' (red). The main content area has a sidebar on the left with two items: '1. Transportation Request Details' (blue) and '2. Summary and Payment' (grey). The main content area has a title 'Student Transportation Request' and a question: 'Are you requesting transportation for the Current School Year or Next School Year?'. Below the question is a dropdown menu with 'Next School Year: 2020-2021' selected, which is highlighted with a green box. Below the dropdown is a grey box containing the following text: 'Due to the current climate of uncertainty, we are making the following changes to transportation for the 2020-2021 school year: 1. If you register for transportation and pay your fees, you may later opt out of riding the bus by notifying the Business Office in writing via email transportation@mansfieldschools.com by 9/15/20 for a full refund. After 9/15/20 there will be no full or partial refund. 2. If bus transportation is not provided for 60 or more scheduled school days, families paying transportation fees will be eligible for a \$50.00 credit (year 2021-2022) bus transportation fees.'

Next select the student you'd like to register, you can register all students through this process, you'll just do it one student at a time before submitting.

Please be sure to fill out all necessary questions. If your student does not have an Alternate pick up and drop off location those can be left blank. If you are registering more than one student, once done, click Add Additional Student, if you are registering only one student, you can proceed to the next step by clicking Next at the bottom of the page. Clicking the Next button will begin the payment process, so please be sure to click it only when you are ready.

Student 1: Test, Jon Transportation Fee: \$ 0.00

Student Name: Grade Level: School Name:

Address House # and Street: Apt/Unit: City: State: Zip:

If your student is eligible to receive Free/Reduced Lunch, you may request a Transportation Fee Waiver by selecting Yes below. By selecting Yes, you are authorizing the Mansfield Food Service Department to share your eligibility to participate in the school lunch program with the Mansfield Public Schools Transportation Department. You will be contacted if there are any questions regarding your eligibility.

Is the distance of transportation requested for this student over 2 miles? ([click here to find out](#))

If you would like to request an alternate pick-up or drop-off address for this student, please enter the details below. Please note that there can only be one pick-up and one drop-off location. For example, a child can be picked up at home and dropped off at daycare, but it must be the same location each day. They cannot be picked up at home one day and at daycare the next. Same applies to drop-off.

Alternate Pick-up Address: Alternate Drop-off Address:

[+ Add Additional Student](#)

Total Transportation Fees: \$ 0.00

Click [Next](#) below to continue to payment options

[Next →](#)

At any point in time, if you need to, you can save and exit Family Connection, your progress will be saved. If needed you can discard the registration and start over as well.

[Home](#) / Form: Transportation Request Form 6/4/2020 11:35 AM

[Save & Return to Home](#)

[Discard Form](#)

There are 2 ways to make a payment at this time - online through, **Unibank**, or mail a check to the Central Office. **Please Note: There is no processing fee for an online payment if you choose to pay by check. If you prefer to pay by credit card, a processing fee will be charged by Unibank.**

To make a payment by mailing a check through Central Office, select Send Check or Money Order payable to: then click Submit. Mail your check and your registration will be confirmed once the check is received.

[Save & Return to Home](#) [Discard Form](#)

1. Transportation Request Details
2. Summary and Payment

Thank you for completing your Pay-N-Ride application online.

Your anticipated Pay-N-Ride fees have been calculated below. If you have applied for a fee waiver, your eligibility will be reviewed and you will be contacted if there are any issues.

Test, Jon	\$ 130.00
Total Transportation Fees:	\$ 130.00

You may submit payment as follows:

Use Our Online Payment System

Send a check or money order payable to:

Mansfield Public Schools
2 Park Row
Mansfield
MA 02048

We do not accept cash.
If payment is left in the Town Hall dropbox, please mark the envelope Attn: School Department - Transportation

Please note: Pay-N-Ride fees are non-refundable and are not pro-rated.
If you have any questions, please contact 508-261-7503 or transportation@mansfieldschools.com

[← Previous](#) [Submit Form](#)

To make payments through Unibank, select Use our online payment system, then select Click to make an Online Payment, this will redirect you to Unipay.

You may submit payment as follows:

Use Our Online Payment System

Online Payment Options:

Electronic Check: You will need one of your checks with you when you pay online in order to get your account number and the bank's routing number from it. You will be shown where this information is on your check.

There is **NO** processing fee assessed for this payment type.

Credit/Debit Card: We accept MasterCard, American Express and Discover for credit and debit card payments. There will be a convenience fee charged by your card service provider for each online payment according to the schedule below. When paying by card, the fee amount will appear in a separate box and will be totaled with the amount of the payment.

Credit/Debit Card Fee Schedule
Scale Based on Total Transaction Amount

From \$200.00 - \$399.99	Fee is \$10.00
From \$400.00 - \$699.99	Fee is \$17.50

Send a check or money order

Click to make Online Payment

You will be redirected to the UNIPAY Online Payment System to make your payment and complete your submission.

You will be presented with a summary of your Bus Transportation charges and acceptable payment methods, click Checkout (**Please Note: Unibank does not accept VISA**)

UNIPAY

Need Assistance? Call: 1-877-227-1157 | Email: support@unipayteam.com

Cart

Description	Price	Qty	Total	Remove
Bus Transportation	\$205.00	1	\$205.00	✕
			Total: \$205.00	

Accepted payment types for combined cart items:

Check	Credit	Debit	Credit	Debit

[Checkout](#)

Need Assistance?
Call: 1-877-227-1157
Monday - Friday: 8:30am to 6:00pm
Saturday: 8:30 am to 1:00pm
Email: support@unipayteam.com

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You do not need to create an account with Unibank to make your payment. Click Checkout as Guest



Need Assistance? Call: 1-877-227-1157 | Email: support@unipayteam.com

Member Login	Checkout as Guest
User Name: <input type="text"/>	To continue without saving your information, click Checkout as Guest
Password: <input type="password"/>	If you would like to create a new UniPay account and save your details for future payments, click Create Account
Forgot your username or password?	
<input type="button" value="Cancel"/> <input type="button" value="Sign In"/>	<input type="button" value="Create Account"/> <input type="button" value="Checkout as Guest"/>

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Enter your billing details and click Checkout as Guest. Please enter a valid email address as this is where your receipt of payment will be sent.



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Cart	Billing Information															
<table border="1"><thead><tr><th>Description</th><th>Price</th><th>Qty</th><th>Total</th><th>Remove</th></tr></thead><tbody><tr><td>Bus Transportation</td><td>\$205.00</td><td>1</td><td>\$205.00</td><td>✕</td></tr><tr><td colspan="3"></td><td>Total: \$205.00</td><td></td></tr></tbody></table> <p>Accepted payment types for combined cart items:</p> <p>Check</p>	Description	Price	Qty	Total	Remove	Bus Transportation	\$205.00	1	\$205.00	✕				Total: \$205.00		Please complete all fields marked with an asterisk (*). Address 1 * <input type="text"/> Address 2 <input type="text"/> City * State * Zip Code * <input type="text"/> -Select- ##### Phone Number * Email Address * <input type="text"/> <input type="text" value="example@example.com"/> <input type="button" value="Cancel Payment"/> <input type="button" value="Checkout as Guest"/>
Description	Price	Qty	Total	Remove												
Bus Transportation	\$205.00	1	\$205.00	✕												
			Total: \$205.00													

Select your payment method, enter the payment details and click Proceed (**Please Note: If you choose to pay by checking account, there is no fee. If you choose to pay with a credit card, Unibank will charge a processing fee**)



Need Assistance? Call: 1-877-227-1157 | Email: support@unipayteam.com

Cart

Description	Price	Qty	Total	Remove
Bus Transportation	\$205.00	1	\$205.00	✕
			Total: \$205.00	

Accepted payment types for combined cart items:

Check
 Credit
 Debit
 Credit
 Debit

Payment Information

Please select a payment option below.
Please complete all fields marked with an asterisk (*).

Pay By Checking Account

Checking Account Name:

Account Holder's Full Name*

Bank Routing No.*

Bank Account No.* show

Re Enter Bank Account No.* show

Pay by Credit Card

Review and Confirm and click Submit Payment



Need Assistance? Call: 1-877-227-1157 | Email: support@unipayteam.com

Review and Confirm Purchase

Description	Price	Qty	Fee	Total
Bus Transportation	\$205.00	1	\$0.00	\$205.00

Need Assistance?
Call: 1-877-227-1157
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Saturday: 8:30 am to 1:00pm
Email: support@unipayteam.com

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A payment confirmation screen will display and you will receive a confirmation email at the email address you entered in the billing details section. Click [Return to Family Connection](#) to finish the process.