

## RENEWAL FORM

1. When you click on the link in email received, you will be directed to the application and will be immediately prompted with a pop-up.

The screenshot shows a web application interface for 'Application for Free School Transport - State Schools 2021/2022'. The page is titled 'Application for Free School Transport - State Schools 2021/2022' and is divided into sections for '1. Parent/Legal Guardian Details (as per ID Card details)'. Under 'Personal Details', there are input fields for '\* ID Card Number' (1000001) and '\* First Name' (Maria). Under 'Contact Details', there are input fields for 'Telephone Number' (56789) and '\* Parent's/Legal Gua...' (test@malta.m). A red 'Logout' button is in the top left, and a 'Logout: 57:07' timer is below it. The coat of arms of Malta is in the top right. A white pop-up dialog box is centered on the screen, containing the text: 'Please review your child's Free School Transport application for Scholastic Year 2021/2022 and select whether to Proceed or Cancel your application.' Below the text are two buttons: a blue 'Proceed with application' button and a red 'Cancel your application' button.

2.A. If you click on the blue button "Proceed with application":

- You have to review the details in the application which looks as follows:



## Application for Free School Transport - State Schools 2021/2022

### 1. Parent/Legal Guardian Details (as per ID Card details)

#### Personal Details

* ID Card Number	VB20000	* Last Name	Test
* First Name	Test		

#### Contact Details

Telephone Number		* Parent's/Legal Gua...	00355345656
* Parent's/Legal Gua...	test@test.la	* Confirm the e-mail...	test@test.la

#### Address

* Town	Malta	* Locality	Dingli
* Street	Malta	Post Code	
House Name		* House Number	1

### 2. Student Details [?](#)

#### Personal Details

* ID Card Number	VB20001	* Last Name	test
* First Name	test		

### 3. Transport Details [?](#)

The Administration reserves the right to change any Pick-up points as deemed appropriate.

<input checked="" type="checkbox"/> Click here if the student attends a school outside of his/her respective College/ School catchment area	* Student year for 20...	Year 10	
* School Name	Hamrun Secondary School	* Pick-up	Floriana - Piazza Sant'Anna

#### Additional Information

Wheelchair user  Cannot climb high steps

\* The School Transport Section may introduce a Parent Notification App which informs parents / legal guardians when their child boards and alights the school transport vehicle. Would you be interested in having this App?

(Select an option to continue with the application)

### 4. Select one of the below to proceed with your application:

- CONFIRM** - choose this option if all the above information is correct and then proceed to Section 5 below to finalise your application.
- MODIFY** - choose this option if you need to change Address, Transport Details or Additional Information and then scroll up to make the necessary changes. When ready proceed to Section 5 below to finalise your application. (Note: if you need to change Personal Details or Student Details please contact us on 2598 1888 or [schooltransport@gov.mt](mailto:schooltransport@gov.mt))

**CONFIRM**  **MODIFY**

### 5. Consent and Data Protection Notice

[Click here to view details about Data Protection and Data Processing](#)

Please tick the box below to confirm that you agree with the terms and conditions and then click on Submit

I confirm that I have carefully read the Data Processing details and that I agree with the contents \*

- The School Transport Section may introduce a Parent Notification App which informs parents/legal guardians when their child boards and alights the school transport vehicle. You will need to select whether you accept this or not, by selecting 'Yes, I accept' or 'No, not interested'.
- In section 4 note the two action buttons **CONFIRM** (which is always pre-selected) and **MODIFY**.
- If you are happy with all the details, since the **CONFIRM** button is already selected, you just need to tick the box in section 5 and click on Submit.
- If you want to change the *Contact Details, Address, Transport Details or Additional Information*, you need to select the **MODIFY** button. You cannot change any other details. When this button is selected, the 4 sections which can be modified (i.e. Contact Details, Address, Transport Details or Additional Information) are outlined by a red box as follows:

#### Contact Details

Telephone Number	<input type="text"/>	* Parent's/Legal Gua...	00356123456789
* Parent's/Legal Gua...	test2@malta.mt	* Confirm the e-mail...	test2@malta.mt

#### Address

* Town	Il-Mosta	* Locality	Mosta
* Street	Triq Il-Bidnija	Post Code	<input type="text"/>
House Name	<input type="text"/>	* House Number	1

## 2. Student Details [?](#)

#### Personal Details

* ID Card Number	1000002	* First Name	Tom	* Last Name	Reynolds
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## 3. Transport Details [?](#)

The Administration reserves the right to change any Pick-up points as deemed appropriate.

<input checked="" type="checkbox"/> Click here if the student attends a school outside of his/her respective College/ School catchment area	* Student year for 20...	Year 3	
* School Name	Marsaskala Primary San Gwakklin	* Pick-up	Marsaskala - Beach Club

#### Additional Information

Wheelchair user
  Cannot climb high steps

\* The School Transport Section may introduce a Parent Notification App which informs parents / legal guardians when their child boards and alights the school transport vehicle. Would you be interested in having this App?

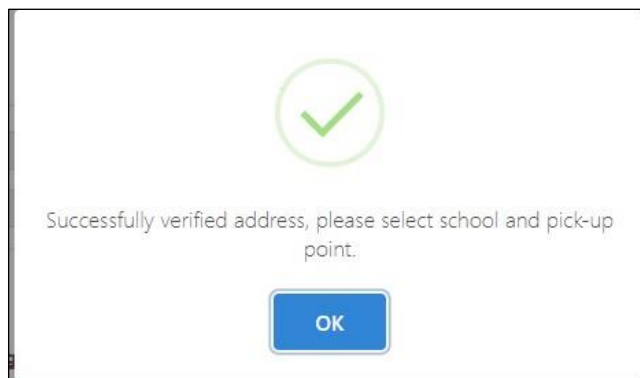
(Select an option to continue with the application)

- You can carry out any modifications as you need. If the address Locality is changed, the below will appear right beneath the *Address* section and you will need to press on the button **Click here** in order to proceed with the application.

**You have modified your address! Please click on the button in order to continue with the application.**

Click here

- This button validates the address and resets the School Name and the Pick-up point in the *Transport Details*. You will be immediately prompted with the below pop-up to select the School and Pick-up point from the respective dropdown menus.



### 3. Transport Details ?

The Administration reserves the right to change any Pick-up points as deemed appropriate.

Click here if the student attends a school outside of his/her respective College/ School catchment area

\* Student year for 20... Year 7

\* School Name No Selection

\* Pick-up No selection

School Name field is required.

The Pick-up Point field is required.

- When you finish all modifications, you just need to tick the box in Section 5 and click on **Submit**.
- In both **CONFIRM** and **MODIFY** action modes, when you click on **SUBMIT** you will be prompted with this pop-up:

# Are you sure of these details?

## Parent/Legal Guardian Details (as per ID Card details)

ID Card Number : **1000001**

First Name: **Maria**

Last Name: **Reynolds**

Town: **Il-Mosta**

Locality: **Mosta**

Street: **Triq Il-Bidnija**

Post Code: -

House Name: -

House Number: **2**

Parent's/Legal Guardian's Mobile Number : **00356123456789**

Parent's/Legal Guardian's e-mail Address : **test@malta.mt**

## Student Details

ID Card Number: **1000002**

First Name: **Tom**

Last Name: **Reynolds**

## Transport Details

Student year for 2021/2022: **Year 3**

School Name: **Gharghur Primary**

Pick-up: **Bahar ic-Caghaq - Kappella tal-Madonna tal-Angli**

Wheelchair user: **No**

Cannot climb high steps: **No**

Yes

Cancel

- If you want to change something you should click on **CANCEL** and go back to the application. If you are satisfied with the details, you should click on **YES** and application is submitted. Immediately an automatic email with all application details is sent to you from [schooltransportapplications.mfed@gov.mt](mailto:schooltransportapplications.mfed@gov.mt).

2.B. If you click on red button “Cancel your application” this pop-up will appear:



- If you click **Yes** the application is cancelled and you will still receive an email to notify you that the application was cancelled. If you click **No** you will go back to pop-up in step 1 and can choose to “Proceed with application”.