



Injured Student & Dial-A-Ride Transportation Request Form

University of Chicago students who are injured can request temporary transportation service on campus for classes, meals, appointments, and other University-related activities. Injured student transportation is available between 8 a.m.-8 p.m., Monday through Friday; last scheduled pick-up is 7:45pm.

Contacting Us:

Please read the information below and fill out the form on the next page. Email the form along with your class schedule to bus@uchicago.edu. A representative from Transportation & Parking Services will call or email you with confirmation of your pickup and drop off times. Once your schedule has been confirmed, send any changes to bus@uchicago.edu, Sherri.turner@firstgroup.com and wendy.cotton@firstgroup.com, rather than making the changes directly with the drivers. It will take up to two business days before your service begins. Pick up and drop off times may vary depending on service demands.

Other Important Information:

- Plan alternate means of transportation for at least two business days after submitting your request
- All Chicago Transit Authority (CTA) and University shuttles are accessible. Become familiar with the routes that serve campus by reading the [Transportation & Parking Guide](#)
- Inform Transportation & Parking Services of your transportation needs at least two business days before University holidays or during breaks between quarters

Please contact us if you have any questions or concerns, or if you need assistance completing this form.

Transportation & Parking Services
5525 South Ellis Avenue, Room 171
Chicago, IL 60637
Phone: 773.702.8969 or 773.702.7595

Email: bus@uchicago.edu and wendycotton@firstgroup.com

Website: <https://safety-security.uchicago.edu/transportation/>



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An injured student who needs transportation should fill out the [Injured Student Transportation Request Form](#) and contact Transportation & Parking Services at **773.795.6108** or bus@uchicago.edu between 9 a.m. and 5 p.m., Monday through Friday. Service must be requested two business days in advance of when service is needed. In the interim, students should arrange other transportation options. Transportation will be provided on campus for classes, meals, appointments, and other University-related activities between 8 a.m. and 8 p.m., Monday through Friday. Pick up and drop off times may vary depending on service demands. Injured student transportation will be provided for injured students but not for a third party. If the assistance of another person to be able to travel is required, the assistant must be listed in the original request, to ensure sufficient space. The assistant must board and leave the vehicle from the same location as the registered student. The fact that an assistant is required for travel must be indicated on the application and approved by SDS.

The University also provides Dial-A-Ride, a complimentary curb-to-curb transportation service for students with long-term limited mobility. The service provides rides to and from regularly scheduled classes and to and from medical appointments at the University of Chicago Medicine complex. Students requesting this service must first register with **Student Disabilities Services: 773.702.6000** or disabilities@uchicago.edu.

Service must then be arranged with Transportation & Parking Services at least two business days prior to an individual's transport needs. To arrange for this service, contact **773.795.6108** or bus@uchicago.edu.

Pick-up change request:

Any changes to initial requests must be made 24hrs. in advance. If any last minute or unexpected changes should occur, the student should call the **Supervisor on duty at 773-573-7201 or 773-354-1588**.

Late pick-ups:

If a student is going to be late arriving to their pick-up location, they must contact the **Supervisor on-duty 773-573-7201, alerting them of the change to the pick-up time, you may text as well (773-354-1588 or 773-655-9934.) Alternatively, you may phone the Asst. General Mgr. at 773-354-1588 for additional assistance in securing a change in the scheduled ride time.**

Delayed drivers:

If a driver is late for his or her pick-up time, the Supervisor on-duty will contact the student, making them aware of any delays due to the driver.

Arriving at scheduled pickup times:

When arriving to a schedule pickup the driver will wait 7(mins) before moving on to the next pickup location.

Weekly schedule submissions:

All participants should submit their weekly changes by 12 noon Wednesday no later than Friday for the following week. If there are no changes, please send an email saying no change in the subject line.