

Transportation Request Configuration

Last Modified on 08/07/2025 3:42 pm CDT

The Transportation Request Configuration tool is used to customize the fields that display in the student Transportation tool under the Requests section. If a checkbox is selected, the field is allowed and will be displayed on the Transportation Requests.

This tool is only available in North Carolina and Delaware.

Transportation Request Config ☆	School & District Settings > Transportation > Transportation Request Config
Transportation Request Configuration	
Use this tool to customize the fields in the Transportation Request. If the checkbox is selected, the field is allowed and will be displayed on the Transportation Request.	
<input checked="" type="checkbox"/> Allow Manual Entry of Pick-up Location and Drop-off Location	
<input checked="" type="checkbox"/> Allow Pick-up Location	
<input checked="" type="checkbox"/> Allow Pick-up Time	
<input checked="" type="checkbox"/> Allow Drop-off Location	
<input checked="" type="checkbox"/> Allow Drop-off Time	
<input checked="" type="checkbox"/> Allow End Date	
<input checked="" type="checkbox"/> Allow Due Date	
<input checked="" type="checkbox"/> Allow Route Days	
<input checked="" type="checkbox"/> Allow Accommodations	
<input checked="" type="checkbox"/> Allow Multiple Routes	
<input type="button" value="Save"/>	

Using Transportation Request Config

If a field is marked as **required**, but **removed** from the screen display using the **Transportation Request Configuration**, Requests will be saved because the required attribute has been removed from the screen.

1. Click a field checkbox to add or remove a field from Transportation Requests.
2. Click **Save**.