



THE SCHOOL DISTRICT OF  
PHILADELPHIA

SEPTA KEY  
**Student Fare Card**

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Full Rollout Presentation



# Overview:

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- SEPTA Student Fare Card
- Benefits
- Multi Year Feature
- Using the Student Fare Card
- Fare Card Application
- School & Student Responsibilities
- Reporting Issues & Support
- Card Distribution & Training

**Use of the SEPTA Student Fare Card  
will begin at the start of the 2021-22 school year.**

# What is a SEPTA Student Fare Card?



- Weekly Transpass replacement – SEPTA is phasing out transpass technology and equipment.
- A contact-free chipped card used by students to board a SEPTA trolley, bus or subway.
- Regional rail services can be added, at an additional cost to the Student Fare Card weekly.
- Students can use the same Fare Card for the entire school year.

# Benefits of the SEPTA Student Fare Card

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## SEPTA Student Transpass

- Delivered to schools monthly
- Distributed to students weekly
- Disposable laminated card
- Transpasses have an assigned monetary value when they are delivered to the schools
- Unused transpasses must be returned to the Transportation department for disposal

## SEPTA Student Fare Card

- Delivered to schools annually or as needed
- Distributed to students annually or as needed
- Reusable plastic card
- Fare Cards do not have a monetary value until they are assigned to an eligible student by the school and activated by SEPTA
- Delivered Unused Fare Cards can be stored and assigned to eligible students as needed.
- Delivered Damaged Fare Cards can be disposed of by the school after they have been reported as damaged.

# Multi-Year Feature

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## No expiration date

- The Student Fare Card will have no expiration date
- Students who remain eligible for transportation services, and are enrolled in the same school as the previous school year, will be able to utilize their SEPTA Student Fare Card for the new school year.
- Students who are enrolled in a new school or have changed residences from the previous school year will need to be re-evaluated for eligibility, and if eligible, will require a new SEPTA Student Fare Card assigned for the new school year.
- Students cards will deactivated during the summer and during non-school days.

# Using the Student Fare Card

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## Taps / Calendars / Times

- A Tap is SEPTA's term for accessing transportation
- Students will tap their Fare Card as they board each mode of transportation
- Student Fare Cards will be programmed with a maximum of 8 taps per day
- Fare Cards will only be operational on school days between 5:30am and 8:00pm
- Each Fare Card will be associated to a predefined school calendar
- Fare Cards will not be operational on national holidays, weekends and predetermined non-school days

# School Responsibilities

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- Each school will identify transportation administrators to manage the Fare Card assignments, distribution, and issue reporting
- Each school will receive an allotment of Fare Cards, which will need to be stored securely at the school
- Unlike Transpasses, Fare Cards have no monetary value, until the card has been assigned to a student and activated by SEPTA
- Schools will assign Fare Cards to eligible students
- Schools will manage Fare Card assignments using a new District application

# Student Responsibilities

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- Students are responsible for keeping track of their own card.
- Lost, stolen, or damaged cards must be reported to a school administrator as soon as possible to be deactivated and issued a replacement card.
- Students who change their schools or address need to be re-evaluated for eligibility.
- Students who need a Regional Rail upgrade must do so at one of the assigned SEPTA Sales offices.
- Students who forget their cards at home should not report the fare card lost or missing.
- Students will be responsible for getting to and from school the day they forget their Fare Card at home.



# Student Fare Card – Connection with COMPASS

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- The District's application will be utilizing information from the COMPASS / X SIS system.
- It is critical that student information be updated in COMPASS in a timely manner.
  - Enter the student into COMPASS / X SIS for all new Enrollments - which will provide their eligibility status to the District's application and allow for the Fare Card to be assigned.
  - Student who have withdrawn from your school need to be deleted within the COMPASS / X SIS system, so that the Fare Card can be deactivated.

# SEPTA Student Fare Card Application

Accessed through the District's Login Page



- Anyone with access to Compass will automatically receive access.
- Only Fare Card eligible students will be listed in the application - it may take a few days for a newly enrolled student to be listed in the application
- Used to enter Fare Card Assignments
- Used to enter Lost, Stolen or Damaged Fare Cards that need to be De-activated
- Fare Card activation is a nightly process.
- Review Student Fare Card Assignment History
- Ability to download student listing and Card Assignment History

# District Support

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- All Student Fare Card related issues should be reported via the [Student Fare Card Issue Tracking Form](#).
  - It can be found on the [SEPTA Fare Card](#) website
- The School District will be monitoring the issue tracking forms and any issues/inquiries emailed to [transpass@philasd.org](mailto:transpass@philasd.org) and will direct them to the appropriate internal resources as needed.
- SEPTA also has resources to aid students with issues regarding Student Fare Cards.

# Card Distribution & Training

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- Fare Cards will be hand delivered to schools, in clearly labeled packages. The delivery schedule will be posted on the [SEPTA Fare Card](#) website, on July 16, 2021.
- If you have not already done so please email [transpass@philasd.org](mailto:transpass@philasd.org) and provide the name and contact information for the school-based employee who has been identified to oversee the distribution of the Fare Card.
- An additional email will be sent in August with a bundle of items including the Fare Card Training video, dates for Q & A sessions to answer any questions, and additional information for parents.

# For More Information

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- For all other questions, please contact your school's transportation administrator.
- For additional information, please visit any of the the following websites:

[SEPTA Fare Card](#)

[SEPTA.org](#)

[SEPTA Key Card](#)

