

GUIDE



HOW TO APPLY AND PAY

To apply for a bus pass, just speak to a member of our Transport team.

You can drop-in to the Information Centre at Peterborough College or the Information, Advice and Guidance office at Stamford College to speak to our Transport teams about applying for your University Centre Peterborough bus pass.

The team will then arrange with you to pay for your pass via your WisePay account.

You can pay for the bus service in full (£440) or in two instalments of £220. This must be paid in full by 1 November.

Once you have paid via WisePay, you will be issued a new ID badge with your pass printed on it.



FAQs

Can I receive a temporary bus pass for one-time use?

Single trip temporary bus passes may be available. Each situation is assessed on an individual basis, please contact the Transport teams for more information:

information.pbo@ieg.ac.uk transport.smd@ieg.ac.uk

Can I pay in installments?

Yes. By selecting the 'pay by instalment' option in WisePay you will have the option to pay in 2 instalments. The full balance is due by 1 November. Instalments are not termly payments.

Can students park on campus if they have a car?

All cars parked on campus need a parking pass which are available from Reception. If students pass their driving tests during the year and have already used transport, the full balance is still owed. Refunds will only be processed before I November. Once you have received a refund you will need to surrender your bus pass.

Am I entitled to a refund if I leave before completing my course?

No. By applying and paying for a bus pass, you are signing up for a full academic year and therefore you are not entitled to a refund as the full amount has been incurred by University Centre Peterborough.

Can I travel without a bus pass if I'm a student at University Centre Peterborough?

No. All students travelling on University Centre Peterborough contract buses must have a valid bus pass for the current academic year.

What if I have more questions?

For more information and to view the transport terms and conditions, please head over to the transport section on the website: www.ucp.ac.uk

Alternatively, contact the Transport teams for more information: information.pbo@ieg.ac.uk transport.smd@ieg.ac.uk

Please note Every effort has been made to ensure information is correct at time of print but could be subject to change at any time. Please note, stops may be cancelled subject to low numbers.

PETERBOROUGH CAMPUS ROUTES & STOPS

Holbeach.....

PETERBOROUGH CAMPUS ROUTE FINDER

Looking for Stamford's routes? Turn to page 14.

BastonPS
Benwick2
BournePS
BraceboroughPS
BrettonPS
Bury1
CardeaPS
CastorPS
Chatteris2
Coates4
Colne1
Connington8
CorbyPS
Corby GlenPS
Cowbit5/PS
C
Crowland5/PS
Deeping St. James PS
,
Deeping St. JamesPS
Deeping St. JamesPS Deeping St. NicholasPS
Deeping St. JamesPS Deeping St. NicholasPS Doddington
Deeping St. James
Deeping St. James
Deeping St. James
Deeping St. James PS Deeping St. Nicholas PS Doddington 3 Dogsthorpe PS Earith 1 Eastrea 4 Eye 7
Deeping St. James PS Deeping St. Nicholas PS Doddington 3 Dogsthorpe PS Earith 1 Eastrea 4 Eye 7 Farcet PS
Deeping St. James PS Deeping St. Nicholas PS Doddington 3 Dogsthorpe PS Earith 1 Eastrea 4 Eye 7 Farcet PS Fletton PS
Deeping St. James PS Deeping St. Nicholas PS Doddington 3 Dogsthorpe PS Earith 1 Eastrea 4 Eye 7 Farcet PS Fletton PS Glinton PS
Deeping St. James PS Deeping St. Nicholas PS Doddington 3 Dogsthorpe PS Earith 1 Eastrea 4 Eye 7 Farcet PS Fletton PS Glinton PS Gunthorpe PS

Holbeach Drove5
Holbeach St. JohnsPS
HuntingdonPS
Kings LynnPS
angtoftPS
ittle BythamPS
ongthorpePS
Manea2
March3/7
Market DeepingPS
Moulton5
Newborough5
NorthboroughPS
NorthorpePS
Orton BrimblesPS
Orton MalbournePS
Orton SouthgatePS
Orton WistowPS
DundlePS
Park FarmPS
ParnwellPS
PastonPS
Pidley1
Pinchbeck6
Ramsey1 / PS
Ramsey Forty Foot2
Ramsey Mereside2
Ramsey St Marys1
RippingalePS

Sawtry	8
Somersham	1
Spalding6	
Stamford	PS
Stanground	PS
Thorney	7
Thorney Toll	7
Thorpe Wood	PS
Thurlby	PS
Turves	4
Uppingham	PS
Upwood	1
Walton	PS
Wansford	PS
Warboys	1
Welland	PS
Werrington	
Weston	5
Westwood	PS
Whaplode	5
Whittlesey4	/PS
Wilsthorpe	PS
Wimblington	
Wisbech	PS
Woodston	PS
Vavlov	1

PS = Public Service Route (See page 8)

Peterborough Campus Route Finder

PETERBOROUGH PUBLIC SERVICE ROUTES

Where routes are identified as 'PS - Public Service Routes' these are routes that can still get you to University Centre Peterborough, but are not contracted by University Centre Peterborough.





Cheaper fares throughout the day!

Turn to page 9 for details of all the local Public Service Routes you can use to get to University Centre Peterborough.

Train services are also available for many of the Peterborough surrounding areas, such as March and Huntingdon. For more information, scan the code to visit the National Rail website www.nationalrail.co.uk.



TOP TIP

Sometimes the cost of an annual public transport pass can be less than a UCP bus pass so we do advise comparing your options.

Tap or scan to see route R4

Uppingham - Wansford -Castor - Peterborough





Tap or scan to see: 101 / 102

Bourne - The Deepings -Peterborough Park Road - MJC





Tap or scan to see: 201 / 202

First Bus

Tap or scan to see route B

Kings Lynn - Wisbech - Guyhirn

- Thorney - Peterborough

Bourne - Stamford -Peterborough Park Road - MJC





FREE TIGER PASS





Brand new local authority subsidised bus fares for young people under 25 now available on multiple bus routes in the Cambridgeshire area.

Tap or scan to see Stagecoach routes to Peterborough





ROUTE 1 £440

Earith, Colne, Somersham, Pidley, Warboys, Upwood, Bury, Ramsey, Ramsey St Mary's, Yaxley

07.17 Earith - Colne road - Lamp post near the junction of Meadow Lane 07.20 Colne - Earith Road - just before East Street when coming from Earith 07.25 Somersham - Opposite Tesco Somersham Cross 07.28 Pidley, Mat Cat PH Bus Stop 07.29 Pidley Pond - Bus stop opposite 07.35 Warboys - Outside Spar 07.47 Upwood - Outside Upwood Primary Academy 07.53 Bury - Upwood Road - Opposite the Shell Garage 07.55 Ramsey - Market Place - Opposite Ramsey Library 08.00 Ramsey St Mary's - Ugg Mere Court Road - Outside garage 08.02 Ramsey St Mary's - Herne Road Bus Stop - near Ashbeach Road Ramsey St Mary's - Herne Road - Outside detached red brick house 08.04 08.06 Ramsey - 660 Herne Road 08.18 Yaxley - Opposite Queen Street Bus Stop (Near Shopping Centre) 08.20 Yaxley - London Road, Folly Close Bus Stop 08.45 Peterborough College

ROUTE 2 £440

Manea, Chatteris, Benwick, Ramsey Forty Foot, Ramsey Mereside

07.15	Manea - Outside the Rose and Crown pub
07.30	Chatteris - High Street - Near Old Auction Yard
07.33	Chatteris - Huntingdon Road - Near West Street
07.55	Benwick - High Street - Near the War Memorial
08.01	Ramsey Forty Foot - Bus Stop - Near the bridge
08.09	Ramsey Mereside - Oilmills Road - Opposite Chandlers Way
08.30	Peterborough College

ROUTE 3 £440

Doddington, Wimblington, March

07.34	Doddington - Bus stop outside One Stop
07.37	Wimblington - Outside Sisco Service Station
07.38	Wimblington - March Road - Opposite Waggoners Way
07.45	March (South) - The Avenue/ Field Baulk - Stone Cross Ruin
07.50	March (Central) - Outside Barclays Bank
08.50	Peterborough Campus



Turves, Coates, Eastrea, Whittlesey

07.45	Turves - Outside the Three Horseshoes Pub
07.51	Coates - Coates Green bus stop
07.55	Eastrea - Outside the Nags Head pub
07.59	Whittlesey - Eastrea Road - Opposite Coronation Avenue
08.04	Whittlesey - Whittlesey Bus Station
08.07	Whittlesey - Low Cross bus stop
08.09	Whittlesey - Bus stop opposite Crossway Hand
08.21	Whittlesey - Bus stop opposite McCain's Entrance bus stop
08.30	Peterborough Campus

Peterborough Campus Routes Transport Guide Transport Guide Peterborough Campus Routes



Holbeach Drove, Holbeach St John's, Holbeach, Whaplode, Moulton, Weston, Cowbit, Crowland, Newborough

07.15	Holbeach Drove - Drove Road bus stop
07.20	Holbeach St John's - Jekil's Bank - near driving school
07.30	Holbeach - Spalding Road bus stop - near Stukely Hall Drive
07.35	Whaplode - High Road bus stop - opposite Indian restaurant
07.37	Moulton - A151 High Road bus stop
07.40	Weston - Outside The Chequers of Weston
07.55	Cowbit - Barrier Bank lay-by outside St Mary's Church
08.05	Crowland - Eastlands bus stop on Postland Road
08.07	Crowland - West Street bus shelter
08.10	Crowland - Peterborough Road bus stop near Barbers Drove North
08.25	Newborough - Outside The Bull pub
08.50	Peterborough Campus

ROUTE 6 £440

Pinchbeck, Spalding

07.30	Pinchbeck - Outside St Mary's Church
07.35	Spalding - Wygate Park - the end of Mariette Way
07.40	Spalding - Bourne Road - at the end of Quaker Lane
07.45	Spalding - London Road - at the end of Welland Road
07.50	Spalding - Low Road - at the end of Helmsley Way
08.30	Peterborough Campus

ROUTE 7 £440

March, Guyhirn, Thorney Toll, Thorney, Eye

07.40	March (North) - Elm Road - Opposite the Braza Club
07.47	March (West) - Wisbech Road - Outside Men of March
07.58	Guyhirn - Outside Shell Garage
08.03	Thorney Toll - Thorney Toll bus stop
80.80	Thorney - Opposite Chinese Takeaway on Wisbech Road
08.17	Eye - outside the Blue Boar pub
08.37	Peterborough Campus



Sawtry, Connington, Hampton Vale

07.50	Sawtry - Sawtry Green bus stop
07.56	Connington - Connington Turn bus stop
08.15	Hampton Vale - Dominoes (four Chimneys Crescent)
08.40	Peterborough College



One of the College buses changes into the Media and Journalism Centre (MJC) daily bus service. This departs from outside the main entrance of Peterborough College at 9am everyday. The bus then collects students from MJC at 4.20pm Monday to Friday to return to main campus.

Students using the **Delaine Public Service bus to Park Road** will be able to stay on the bus to get to MJC.

STAMFORD CAMPUS ROUTES & STOPS

STAMFORD CAMPUS ROUTE FINDER

Looking for Peterborough's routes? Turn to page 4.

Alwalton3
Apethorpe1
BaintonPS
Barleythorpe13
BarnackPS
Barrow12
Barrowden10
BastonPS
Belmesthorpe11
BitchfieldPS
CarebyPS
Carlby11 / PS
Castle Bytham1 / PS
Casterton CollegePS
Clipsham11
Collyweston1
Colsterworth
Connington5
Corby1
Corby Glen
Cottesmore12
Cowbit9
CreetonPS
Crowland9
Deeping St. JamesPS
Deeping St. Nicholas8
Dogsthorpe4
Donington8
Easton on the Hill
Edith Weston10
Empingham12

Essendine13 / PS
Exton12
Eye4
Fleet Hargate7
Fletton3
Folksworth5
Fulney7
Gedney Hill9
Glapthorne1
GlastonPS
Glinton9 / PS
Gosberton6/8
GranthamPS
Great Casterton11 / 12 / 13
Greetham13
Gretton1
Gunthorpe4
HelpstonPS
Holbeach7
Holbeach Drove9
Holbeach St. Johns9
HolywellPS
Hop Pole8
Ketton10
Kings Cliffe1
Kirton9
_angham13
_angtoftPS
_ittle Bytham11
_ittle London8

Lower Benefield
MantonPS
ManthorpePS
Market DeepingPS
Market Overton12
Maxey9
MorcottPS
Moulton7
Moulton Seas End7
Moulton Chapel9
Newborough9
North Luffenham10
North Witham
Northborough9
NorthorpePS
Oakham10 / 13
Orton3
Oundle1
Paston4
Peakirk9
Peterborough2/3/4/5/PS
PilsgatePS
Pinchbeck6
Quadring8
RyhallPS
Sawtry5
South Luffenham10
South Witham
Southwick1
Spalding Bus Station6/8/PS
Spalding Common8 / PS
Stanground2
Stilton5
Stockden11 / 12
Stretton11 / 12
Surfleet6
Sutterton6
SwinsteadPS
TallingtonPS
Thistleton12

Гhorney	4
Tickencote	12
Finwell	10
Гoft	PS
Jffington	PS
Jpper Benefield	1
Jppingham	10
Walton	PS
Wansford	5
Weldon	1
Welland	4
Werrington	PS
West Pinchbeck	6
Weston	7
Witham on the Hill	11
Whaplode	7
Whissendine	13
Whittlesey	2
Wittering	5
Woodnewton	1
Woodston	3
Wyberton	6
Yaxley	5

PS = Public Service Route (See page 18)

STAMFORD PUBLIC SERVICE ROUTES

Where routes are identified as 'PS - Public Service Routes' these are routes that can still get you to University Centre Peterborough's Stamford campus, but are not contracted by University Centre Peterborough.





Cheaper fares throughout the day!

Turn to page 19 for details of all the local Public Service Routes you can use to get to University Centre Peterborough's Stamford campus.

Train services are also available for many of the Stamford surrounding areas, such as Oakham and Peterborough. For more information, scan the code to visit the National Rail website www.nationalrail.co.uk.



TOP TIP

Sometimes the cost of an annual public transport pass can be less than a UCP bus pass so we do advise comparing your options.

Tap or scan to see: 201 / 202

Bourne - Stamford -Peterborough





Tap or scan to see: 301 / 302

Spalding - Bourne -The Deepings - Stamford





Tap or scan to see: Service 4

Grantham - Stamford





FREE TIGER PASS





Brand new local authority subsidised bus fares for young people under 25 now available on multiple bus routes in the Cambridgeshire area.

TOP TIP

Delaine offers a discounted 'Term Time Only' bus pass for UCP Stamford students. Call Delaine on 01778 422 866 to purchase.

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ROUTE 1 £440

Gretton, Corby, Weldon, Upper Benefield, Oundle, Glapthorn, Southwick, Woodnewton, Apethorpe, Kings Cliffe, Collyweston, Easton on the Hill

07.10	Gretton - School
07.15	Gretton – Corby Road Traveller's Site
07.20	Corby – Bus stop (care home, Studfall Avenue)
07.22	Corby – 1st bus stop Studfall Avenue
07.26	Corby – Station Road
07.32	Weldon – Bus shelter opposite the shop
07.40	Upper Benefield – bus stop
07.44	Lower Benefield
07.52	Oundle – Junction of Glapthorn Road and Black Pot Lane
07.54	Oundle – Junction of Glapthorn Road and Rockingham Hills
07.56	Glapthorn, Junction
07.59	Southwick – Main Street/Woodnewton Road
08.05	Woodnewton – Phone Box
08.10	Apethorpe – The Willow and Brooke
08.16	Kings Cliffe – Opposite bus stop in Bridge Street
08.16	Kings Cliffe – Park Street
08.23	Collyweston – Lay-by on Main Road (Slater)
08.25	Easton on The Hill – Exeter Arms
08.50	Stamford Campus

ROUTE 2 £440

Whittlesey, Stanground, Hampton

07.35	Whittlesey – Bus Station
07.38	Whittlesey – Low Cross bus stop
07.39	Whittlesey – BP Station bus stop
07.46	Stanground – Applegreen Horsey Way Service Station
07.47	Stanground – Tesco bus stop, Whittlesey Road
07.48	Southfield School
08.00	Hampton – Tesco bus stop
08.45	Stamford Campus

ROUTE 3 E440

Fletton, Woodston, The Ortons, Alwalton

07.40	Fletton – High Street bus stop at flyover opposite The Glen
07.42	Fletton – High Street bus stop at rail bridge opposite Milton Road
07.50	Woodston – Oundle Road Esso Garage bus stop
07.53	Woodston – Shrewsbury Ave first bus stop
07.54	Woodston – Shrewsbury Ave Newcastle Drive bus stop
07.56	Orton Bus Lane – The Elderns
07.57	Orton Bus Lane – Herlington Centre
07.58	Orton Bus Lane – Clayton
07.59	Orton Bus Lane – Paynells (Virans)
08.01	Orton Bus Lane – Orton Valley Centre
08.06	Orton Bus Lane – Matley
08.07	Orton Bus Lane – Paulsgrove
08.10	Alwalton – Bus stop at A1 flyover facing Chesterton
08.50	Stamford Campus

ROUTE 4 £440

Thorney, Eye, Welland, Dogsthorpe, Central Peterborough

07.30	Thorney – Causeway lay-by
07.37	Eye – The Church
07.39	Eye – Mattoni
07.45	Eastern Avenue – First bus stop nearest Welland Road
07.49	Eastfield Road – Bus stop opposite Wheatsheaf Pub
07.51	Eastfield Road – Newark Hotel
07.55	The Brewery Tap (Coach Park at rear)
08.12	Gunthorpe – Gunthorpe Ridings (bus stops after Squires Gate)
08.15	Paston – First stop before Pittneys
08.18	Fulbridge Road – Bus stop (approx no. 450, after junction)
08.50	Stamford Campus

ROUTE 5 £440

Sawtry, Connington, Stilton, Folksworth, Yaxley, Wansford, Wittering

O7.29 Sawtry – The Green bus stop
 O7.30 Sawtry – Fen Lane bus stop
 O7.34 Connington – Junction of Church Lane / B1043

07.40 Stilton – Norman Drive bus stop07.41 Stilton – Stilton Cheese bus stop

07.45 Folksworth – Outside 13 Washingly Road

07.55 Yaxley - Opposite Jet Garage, opposite Broadway Garage

07.56 Yaxley – British Legion bus stop
07.58 Yaxley – Broadway Shops bus sto

07.58 Yaxley – Broadway Shops bus stop08.19 Wansford – Great North Road bus shelter

08.27 Wittering – The Old Post Office, Townsend Road

08.45 Stamford Campus

ROUTE 6 £440

Wyberton, Kirton, Sutterton, Gosberton, Surfleet, Pinchbeck, Spalding, West Pinchbeck

07.22 Wyberton Depot07.25 Kirton Memorial

07.30 Sutterton

07.38 Gosberton - Five Bells Corner

07.42 Surfleet – Church

07.48 Pinchbeck – The Bull

07.57 Spalding Bus Station

08.07 West Pinchbeck – Dozens Bank

08.50 Stamford Campus

ROUTE 5:
Evening drop
off will be in
the same order
as morning
collection

ROUTE 7 £440

Moulton Seas End, Fleet Hargate, Holbeach, Whaplode, Moulton, Weston, Fulney, Spalding Bus Station

07.00 Moulton Seas End – Roman Bank Junction

07.07 Fleet Hargate - Junction Old Main Road B1515 and A17

07.13 Holbeach – Northons Lane End

07.18 Whaplode - Opposite The Star Inn

07.21 Moulton – Bell Lane End

07.23 Weston – Opposite The Chequers of Weston

07.35 Fulney – Laundrette07.40 Spalding Bus Station

Transfer to Route 6 or Route 8 to Stamford Campus

Transfer to Route 6 or 8 at Spalding

ROUTE 8 £440

Donington, Quadring, Gosberton, Little London, Spalding Common, Deeping St Nicholas, Hop Pole

07.30 Donington – Red Cow
07.35 Quadring – Post Office
07.38 Gosberton – War Memorial
07.58 Spalding Bus Station
08.04 Little London – Kings
08.06 Spalding Common – The Ramper

08.07 Spalding Common – Lucks Bridge
08.11 Deeping St Nicholas – Plough
08.13 Deeping St Nicholas – New Road

08.15 Hop Pole – Bluebell

08.45 Stamford Campus

ROUTE 9 £440

Gedney Hill, Holbeach St Johns, Moulton Chapel, Cowbit, Crowland, Newborough, Peakirk, Glinton, Northborough, Maxey

07.15	Gedney Hill – Red Lion Public House
07.20	Holbeach Drove – Barrs Lane
07.27	Holbeach St Johns – Junction New River Gate/Jekils Bank
07.35	Moulton Chapel – Village Hall
07.40	Cowbit – Church
07.50	Crowland – Millfield Gardens
07.52	Crowland – Barbers Drove
07.55	Newborough – The Bull
08.00	Peakirk – Opposite bus stop on Rectory Road
08.06	Glinton – The Primary School
08.10	Northborough – Opposite The Packhorse
08.16	Maxey – Shaw's Garage
08.50	Stamford Campus

ROUTE 10



Provider Blands Public Service R5

Oakham, Uppingham, Glaston, Morcott, Barrowden, South Luffenham, North Luffenham, Manton, Edith Weston, Ketton, Tinwell, Great Casterton

07.15	Oakham – Library
07.30	Uppingham – North Street East
07.35	Glaston – Bus Shelter
07.39	Morcott – High Street
07.43	Barrowden – Village Green
07.47	South Luffenham – Hall Lane Bus Stop
07.50	North Luffenham – Digby Drive
07.59	Manton Roundabout
80.80	Edith Weston – Manton Road
08.17	Ketton – Village Shop
08.22	Tinwell, Church
08.28	Casterton College
08.40	Stamford Campus

ROUTE 11



Provider Blands Public Service 183

Corby Glen, Colsterworth, North Witham, South Witham, Stretton, Stockden, Clipsham, Castle Bytham, Little Bytham, Witham on the Hill, Carlby, Essendine, Belmesthorpe, Great Casterton

07.15	Corby Glen – Market Place
07.24	Colsterworth – Bourne Road
07.30	North Witham – Crossroads Bus Shelter
07.34	South Witham – Cemetery Bus Shelter
07.35	South Witham – Village Shop
07.40	Stretton – Bus Shelter
07.43	Stockden – Hesketh Court
07.47	Clipsham, Main Street
07.51	Castle Bytham – Cross Roads
07.54	Little Bytham – High Street Junction
07.59	Witham on the Hill – Cross Roads A6121 Jct
08.06	Carlby – Main Road
80.80	Essendine – Station Road
08.13	Belmesthorpe
08.25	Great Casterton – Ryhall Road

Transfer to Route 13 at Great Casterton

Transfer to Route 13 to Stamford Campus

ROUTE 12 £440



Provider Blands Public Service 184

Stocken, Stretton, Thistleton, Market Overton, Barrow, Cottesmore, Exton, Empingham, Tickencote, Great Casterton

07.24 Stocken - Hesketh Court

07.27 Stretton - Bus shelter

07.35 Thisleton

07.39 Market Overton - Main Street

07.45 Barrow

07.48 Cottesmore - Village

07.50 Cottesmore - Kendrew Barracks on Cottesmore Road

07.57 Exton - Fox and Hounds Public House

08.05 Empingham - Main Street

Tickencote - Bus Shelter 08.10

08.13 Great Casterton - The Plough

08.15 Great Casterton - Rvhall Road

Transfer to Route 13 at Great Casterton

Transfer to Route 13 to Stamford Campus.

ROUTE 13 £40



Provider Blands Public Service 185

Whissendine, Langham, Barleythorpe, Oakham, Greetham, Great Casterton

07.36 Whissendine - Main Street near Church

Langham - Opposite bus stop on Melton Road 07.40

Barleythorpe - Pasture Lane bus stop 07.42

07.45 Oakham - Huntsman Drive

07.49 Oakham - Market Place

80.80 Greetham - The Wheatsheaf

Greetham - Caravan Park 80.80

08.20 Great Casterton - The Plough

Great Casterton - Ryhall Road (*Term time only - arrive)

08.30* Great Casterton - Ryhall Road (*Term time only - depart)

08.38 Stamford Campus

In the evening return on Route 12.

Evening return on Route 12 bus

TERMS & CONDITIONS

Please visit our websites for full terms and conditions.

By applying and paying for a bus pass, you are signing up for a full academic year; if there are changes to your circumstances and you wish to cease using home to UCP transport after 1 November 2024, you will not be entitled to a refund for any amounts paid up to that point and are expected to pay the full cost of a bus pass for the academic vear.

If you wish to cease using home to UCP transport before 1 November 2024, for any reason, you will be entitled to a refund, pro rata from the first day of the academic year. Students must inform the Information Services team and surrender their bus pass before a refund can be issued. All refund enquiries should be made in writing to the Information Services team, via email. Requests will be acknowledged and processed within 10 working days in line with IEG refund policy.

If you choose to pay for the bus pass in instalments, once the first instalment has been paid you are signing up for transport for the entire year and will be expected to pay the full balance by 1 November 2024.

Your UCP bus pass will be printed onto your ID badge and will only be issued upon receipt of the first instalment or full payment. Bus passes can be printed at Reception or during enrolment and it is the responsibility of students to collect.

If you do not have a bus pass, or forget your bus pass, you will be refused travel.

Whilst waiting for your bus, on board the UCP bus, and waiting in the bus lanes, you are subject to the IEG Student Code of Conduct.

Students found to be in breach of these rules will be subject to the UCP's disciplinary procedure and may have their bus pass removed and be instructed to find alternative transport to UCP:

- · Do not attempt to open the doors of the bus
- · Do not try to embark or disembark the bus whilst it is moving, wait until the bus has come to a complete stop.
- · Do not loan your bus pass to anyone else. Fraudulent bus pass use will result in disciplinary action and a travel ban.
- Remain in your seat whilst the bus is moving and wear seatbelts where provided.
- Do not obstruct the drivers view or distract the drivers in any way.
- Swearing, verbal aggression, bullying or fighting are not tolerated on any UCP bus route. Such behaviours will lead to the UCP disciplinary procedures being invoked and a travel ban issued.
- Do not eat or drink on board the buses.
- Alcohol, smoking, vaping, possession or use of illegal substances are strictly prohibited on all bus routes. Such behaviours will lead to the UCP disciplinary procedures being invoked and a travel ban issued.
- Do not damage, graffiti or vandalise the bus in any way. Such behaviours will lead to the UCP disciplinary procedures being invoked and you will also be liable to pay for any damage caused to the property of the bus company.
- · Do not leave litter on the bus there are bins located next to the bus lane.

Have questions? We are here to help.



www.ucp.ac.uk 01733 214466 hello@ucp.ac.uk



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