

Calgary Transit UPass: Opt Out Request

☐ Fall 2025 ☐ Winter 2026
 Deadline: Sept. 22, 2025 Deadline: Jan. 19, 2026

Instructions:

- Complete all sections of this form. Incomplete submissions may be delayed or rejected.
- Submit your form and all required documentation in person at the ONECard Desk (H100), or by email to UPassOptOut@mtroyal.ca.
- It is your responsibility to provide all required documentation by the posted deadline. All proof must accompany the application form. Proof submitted without form will not be accepted.
- Photocopies are accepted. **Original documents will not be returned.**
- If approved, your UPass fee will be refunded to your student account **within two months of the opt-out deadline.**

Personal Information:

<input type="text"/>	<input type="text"/>
First Name	Last Name
<input type="text"/>	<input type="text"/>
MRU Student number	MRU Email address

I request exemption from the U-Pass program as I meet the conditions of the following exception provision (please choose one and attach required documentations):

REASON FOR EXCEPTION

REQUIRED PROOF

<input type="checkbox"/>	I am unable to use Calgary Transit (regular or specialized services) and have been found ineligible for Calgary Transit Access (CTA).	Written confirmation of ineligibility from Calgary Transit Access.
<input type="checkbox"/>	I am not required to attend campus for this term (e.g., fully online program, international exchange, or off-site field placement).	Class schedule, program enrollment confirmation and proof of address if on field placement.
<input type="checkbox"/>	I am legally blind and have a permanent identification card issued by the CNIB which authorizes use of public transportation.	CNIB-issued identification card.
<input type="checkbox"/>	I am currently an employee of Calgary Transit.	Calgary Transit employee identification.

Only requests that meet one of the criteria above will be approved.
 All supporting documentation must be submitted at the **time of request.**

<input type="text"/>	<input type="text" value="mm/dd/yyyy"/>
Student signature	Date

The information that you provide on this form is collected under the authority of the Post-secondary Learning Act and Freedom of Information and Protection of Privacy Act Section 33(c). It will be used to issue U-Pass opt-out refunds. Your personal information is protected by Alberta's Freedom of Information and Protection and Privacy Act and can be reviewed on request. If you have any questions about the collection or use of this information, contact the ONECard Desk at 403-440-7711.

FOR OFFICE USE ONLY

<input type="text" value="mm/dd/yyyy"/>	<input type="text"/>
Date received	Received by
UPass fees paid?	Opt out granted?
<input type="text" value="Y"/> <input type="text" value="N"/>	<input type="text" value="Y"/> <input type="text" value="N"/>
<input type="text" value="mm/dd/yyyy"/>	<input type="text"/>
Date reviewed	Reviewed by