

## WELCOME TO THE VENTRA™ STUDENT FARE PROGRAM

### School Administrators

CTA and Pace have transitioned to Ventra, the easy way to pay your fare for trains and buses on CTA and Pace. Chicago-area students will be eligible to receive a new contactless Student Ventra Card to pay for fares.

You may use the enclosed Student Ventra Card Order Form to request cards for the 2014-2015 school year. The cards will be delivered to your school within five business days of the date we receive your order.

The CTA and Pace advise students/parents to register their new Ventra Cards on [ventrachicago.com](http://ventrachicago.com) or by calling 1.877.NOW.VENTRA (1.877.669.8368). Card registration protects transit value if their card is lost or stolen, gives them access to convenient account management features online or over the phone and additionally they'll receive important messages about student fares.

The Ventra Cards are already activated and have the student fare entitlement included. Students/parents simply need to add transit value to their cards at Ventra Vending Machines in CTA stations or participating Ventra Retailer Locations. Then, tap and board to ride the CTA or Pace.

#### HERE'S HOW IT WORKS:

- The student/parent registers their card on [ventrachicago.com](http://ventrachicago.com) or by calling **1.877.NOW.VENTRA**.
  - Students under the age of 12 are highly encouraged to register their cards to ensure they receive reduced fares outside of the entitlement period (school hours). Otherwise, students will be charged a full fare.
- The student/parent can add transit value to a registered card at [ventrachicago.com](http://ventrachicago.com), participating Ventra retailers, Ventra Vending Machines located at CTA rail stations, or by calling 1.877.NOW.VENTRA. You can find your nearest Ventra retailer at [ventrachicago.com](http://ventrachicago.com).
- The student simply taps their Ventra Card on the Ventra Card reader to board trains and buses.
- If the Student Ventra Card is lost and registered, the student/parent may cancel it on the associated Ventra Account by calling 1.877.NOW.VENTRA to have remaining value moved to the new Card. To get a replacement Student Ventra Card, the student/parent should contact their school administrator (\$2 replacement fee will apply).

Note: The Ventra Card can be used for transit only; there is no prepaid debit option.

Please complete the enclosed Student Ventra Card Order Form and mail it, along with payment to:

Ventra  
Att: Student Ventra  
P.O. Box 8291  
Chicago, IL 60680

Should you have any questions, please contact the Ventra Help Desk at **866.869.2246** or [support@ventrachicago.com](mailto:support@ventrachicago.com).