

## NON-STATE TRANSPORT APPLICATION – FOR PARENTS

### Terms and Conditions for Free Non-State School Transport

1. Application through e-ID.
2. Each application submitted shall generate a unique voucher which will be appointed to one service provider and is not transferable during the current scholastic year. Should the students require to change address during a scholastic year and service provider cannot accommodate the new request, an email is to be sent to School Transport Unit on the contact details provided at the end of the document.
3. The voucher is valid for one scholastic year only.

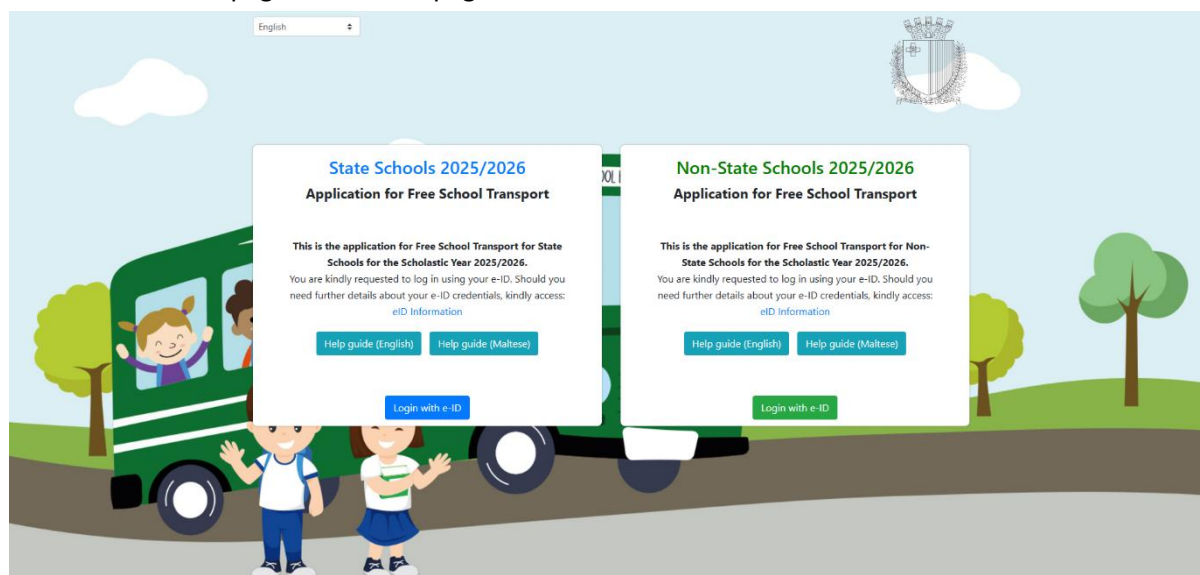
### How to Apply

Click on the link below:

[mychild.gov.mt](https://mychild.gov.mt)

In the Search bar found underneath the heading: 'What Service are you looking for?', type the word: 'transport' and press Enter. Then click on the relevant link: either 'State Schools Transport Services' or 'Non State Schools Transport Services'.

Once you click the relevant link, you can read the guidance instructions and then click on 'Apply' at the bottom of the page. The below page will be visible:



Now you need to click on the green button **Login with e-ID** and get to the below screen where you need to input the e-ID credentials to access the application form:

## Sign In

EN | MT

## Sign in with your e-ID Account\*

ID Number ([view sample](#))

Password

**Sign In**[Sign-in and change my password](#)

\*If you don't have an e-ID account, kindly contact us during office hours on **2590 4300**.

[Forgot your password?](#)[Help on how to start using e-ID](#)

Once logged in, you need to activate two-factor authentication, by pressing on the grey button: "Activate Two-Factor Authentication".

## Logged In

EN | MT

Welcome, [REDACTED]

Last logged on 25/11/2021 at 15:03

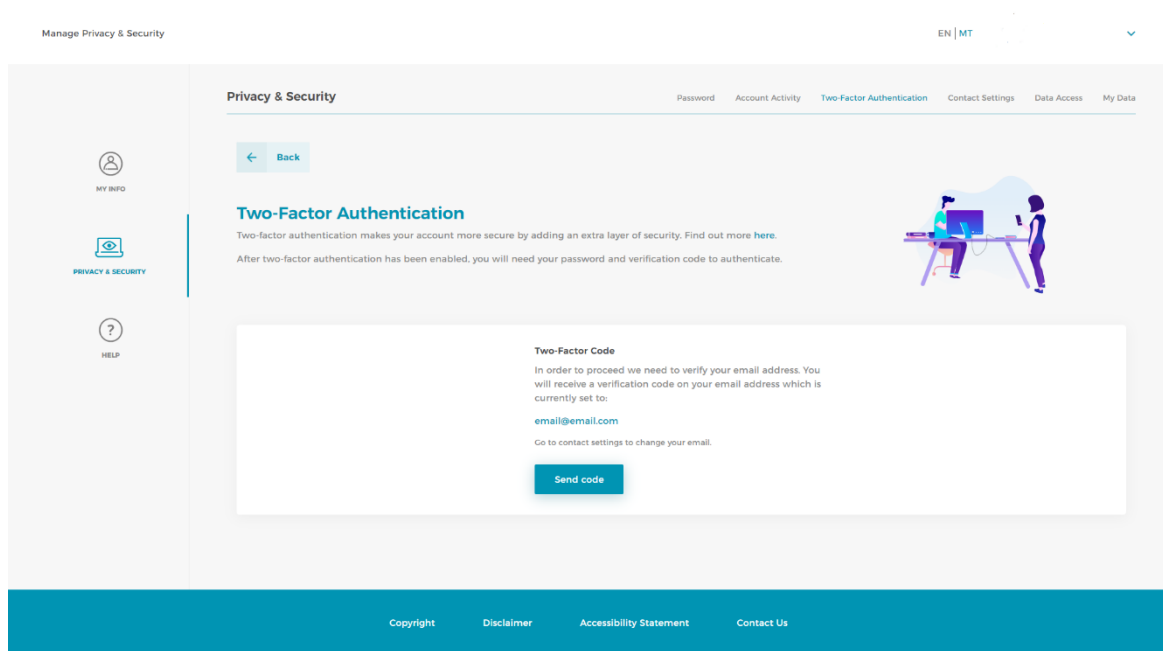
**Two-Factor Authentication**

Two-factor authentication makes your account more secure by adding an extra layer of security. Find out more [here](#).

To provide further security to your account, two-factor authentication must be enabled and used every time you login with your e-ID. Click on the 'Activate Two-Factor Authentication' button and follow the instructions.

**Activate Two-Factor Authentication****My Account**

In order to continue, you shall verify the email address by pressing on the button: “Send code”. You will then receive a verification code on your email address.



Once the verification code will be sent to your email address, you need to write such code in the textbox shown in the screenshot below. Then press on the button “Verify”.

## Two-Factor Authentication

Two-factor authentication makes your account more secure by adding an extra layer of security. Find out more [here](#).

After two-factor authentication has been enabled, you will need your password and verification code to authenticate.

### Set up Two-Factor Authentication

We have just sent you a verification code to **youremail@yoursp.com**. Please enter the verification code below to confirm your email address.


Verification Code

Verify

Now you are in the application form. The only details that are pre-filled are those in Section 1. *Parent/Legal Guardian Details*. These details are pre-filled through Identita` Malta information thanks to e-ID. You can edit **Contact Details** and **Address** but cannot edit your Personal Details. **Note that fields marked with an (\*) are mandatory and cannot be left empty.**

[Logout](#)

Logout: 59:39



### Application for Free School Transport - Non State Schools 2025/2026

#### 1. Parent/Legal Guardian Details (as per ID Card details)

Personal Details


* ID Card Number	0123456M	* Last Name	Smith
* First Name	John		

Contact Details

Telephone Number		* Parent's/Legal Guardian's M...	0035601234567
* Parent's/Legal Guardian's e...	john.smith@example.com	* Confirm the e-mail Address	john.smith@example.com

Pickup Address (AM - morning) and Drop Off Address (PM - afternoon)

* Town	Il-Belt Valletta	* Locality	Valletta
* Street	Great Siege Road	Post Code	
House Name		* House Number	1



Please click on the button in order to continue with the application.

[Click here](#)

☐ Check here if Drop Off Address (PM - afternoon) is different than Pickup Address (AM - morning)

#### 2. Student Details

Personal Details

* Student Details	No Selection	* ID Card Number	
* First Name		* Last Name	

#### 3. Transport Details

* Student year for 2025/2026	No Selection	* School Name	No Selection
------------------------------	--------------	---------------	--------------

#### 4. Consent and Data Protection Notice

[Click here to view details about Data Protection and Data Processing Policy](#)

Please tick the box below to confirm that you agree with the terms and conditions and then click on Submit

☐ I confirm that I have carefully read the Data Processing details and that I agree with the contents \*

[Submit](#)

- If you require to be dropped-off at a different address in the afternoon, you need to tick the checkbox under the map. Then the application will give you another section where to enter the PM drop-off address. This is optional.

Logout: 59:01

### Application for Free School Transport - Non State Schools 2025/2026

**1. Parent/Legal Guardian Details (as per ID Card details)**

**Personal Details**

\* ID Card Number: 0123456789  
 \* First Name: John  
 \* Last Name: Smith

**Contact Details**

Telephone Number:   
 \* Parent's/Legal Guardian's M...: 0035601234567  
 \* Parent's/Legal Guardian's e...: john.smith@example.com  
 \* Confirm the e-mail Address: john.smith@example.com

**Pickup Address (AM - morning)**

\* Town: Il-Belt Valletta  
 \* Locality: Valletta  
 \* Street: Great Siege Road  
 Post Code:   
 House Name:   
 \* House Number: 1

Please click on the button in order to continue with the application.  
[Click here](#)

☒ Check here if Drop Off Address (PM - afternoon) is different than Pickup Address (AM - morning)

**Drop Off Address (PM - afternoon)**

\* Town:   
 \* Locality: No Selection  
 \* Street:   
 Post Code:   
 House Name:   
 \* House Number:

Please click on the button in order to continue with the application.  
[Click here](#)

**2. Student Details**

**Personal Details**

\* Student Details: No Selection  
 \* ID Card Number:   
 \* First Name:   
 \* Last Name:

**3. Transport Details**

\* Student year for 2025/2026: No Selection  
 \* School Name: No Selection

**4. Consent and Data Protection Notice**

[Click here to view details about Data Protection and Data Processing Policy](#)  
 Please tick the box below to confirm that you agree with the terms and conditions and then click on Submit  
☐ I confirm that I have carefully read the Data Processing details and that I agree with the contents \*

[Submit](#)

- When you are ready from this section, you need to click on the yellow button **Click here** to validate the address/es and proceed. A pop-up is shown, and you need to click on **OK**.

- Now you need to choose the student's name from the dropdown menu in **Student Details**. When name is chosen, the ID Card Number, First Name and Last Name are filled in automatically as per below. **Note that if the student's name does not appear in the dropdown menu, you are able to enter the student's ID Card Number, First Name and Last Name manually to proceed – you will also need to tick a checkbox to declare that this information is accurate.**

## 2. Student Details ?

### Personal Details

* Student Details	Anna Smith	* ID Card Number	01234567L
* First Name	Anna	* Last Name	Smith

- Next, you need to fill in Section **3. Transport Details** in this order: Student School Year for 2025/2026 and the School Name.

## 3. Transport Details ?

* Student year for 2023/2024	Year 5	* School Name	St Albert Kindergarten
------------------------------	--------	---------------	------------------------

- In Section **4. Consent and Data Protection Notice** you need to tick the box where you confirm that you have read the Data Processing details.

#### 4. Consent and Data Protection Notice

[Click here to view details about Data Protection and Data Processing Policy](#)

Please tick the box below to confirm that you agree with the terms and conditions and then click on Submit

☐ I confirm that I have carefully read the Data Processing details and that I agree with the contents \*

Submit



#### 4. Consent and Data Protection Notice

Hide

I hereby agree that:

##### Data Protection:

MEYR will process all personal data in full confidentiality and in accordance with General Data Protection Regulation – EU 2016/679 (GDPR), the Data Protection Act Cap 586 of the laws of Malta, any pertinent subsidiary legislation, and the Education Act. The data that will be processed by MEYR is the following:

- Parent/Legal Guardian details including ID Number, Name, Surname, Address, Email and Mobile Number.
- Child details include ID Number, Name, Surname, Address, School, School Year and preferred pick-up / drop-off point.
- In cases where provided, details regarding specific transportation is also processed, depending on the information submitted by the parent / legal guardian.
- The number of times the particular student makes use of the free transport.

The personal data will not be used for any other purpose without the consent of the parents / legal guardians or unless specifically provided by law. The personal data will be retained for not more than two (2) months after the end of the scholastic year.

Kindly also note that MEYR has contracted third party providers to process personal data on its behalf, and for which MEYR will also be responsible. Contractual safeguards as required under the GDPR have been provided to secure such processing.

You may also wish to consult the Data Protection Policy on the MEYR website:

[https://schooltransport.edu.mt/?page\\_id=657](https://schooltransport.edu.mt/?page_id=657)

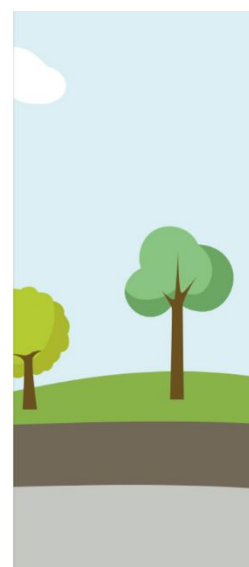
In case of data protection clarifications you may contact Data Protection Officer (MEYR):

E-mail: [dpo.MEYR@gov.mt](mailto:dpo.MEYR@gov.mt)

Please tick the box below to confirm that you agree with the terms and conditions and then click on Submit

☒ I confirm that I have carefully read the Data Processing details and that I agree with the contents \*

Submit



- When submitting the application, if any mandatory fields were left blank, the form will take you back to the part with incomplete fields and highlight it with a red note like the below example (where mobile number field was left empty):

#### Contact Details

Telephone Number

\* Parent's/Legal Guardian's M...



Parent's/Legal Guardian's Mobile Number field is required.

\* Parent's/Legal Guardian's e-...

john.smith@example.com

\* Confirm the e-mail Address

john.smith@example.com

Finally, when form is properly filled in and submitted the below screen pops up:

Hide

I hereby agree that:

**Data Protection:**

MEYR will process all personal data in full compliance with the Data Protection Act Cap 586 of the laws of Malta. Any personal data submitted by MEYR is the property of MEYR and will be retained for not more than 10 years from the date of submission.

- Parent/Legal Guardian details include ID Card Number, First Name, Last Name, Mobile Number, and e-mail Address.
- In cases where provided, details of the child's name, date of birth, and gender.
- The number of times the particular child has been transported by MEYR.

The personal data will not be used for any other purpose than the one for which it was collected. Kindly also note that MEYR has contractual safeguards as required under the Data Protection Act Cap 586 of the laws of Malta.

You may also wish to consult the Data Protection Act Cap 586 of the laws of Malta.

In case of data protection clarifications you may contact the Data Protection Officer at E-mail: [dpo.MEYR@gov.mt](mailto:dpo.MEYR@gov.mt)

Please tick the box if you agree with the above terms and conditions.

☒ I confirm the above details are correct.

Submit

Are you sure of these details?

**Parent/Legal Guardian Details (as per ID Card details)**

ID Card Number : 0123456M  
 First Name: John  
 Last Name: Smith  
 Parent's/Legal Guardian's Mobile Number : 0035601234567  
 Parent's/Legal Guardian's e-mail Address : john.smith@example.com

**Student Details**

ID Card Number: 0123456L  
 First Name: Anna  
 Last Name: Smith

**Pickup Address (AM - morning) and Drop Off Address (PM - afternoon)**

Town: Il-Belt Valletta  
 Locality: Valletta  
 Street: Great Siege Road  
 Post Code: -  
 House Name: -  
 House Number: 1

**Transport Details**

Student year for 2025/2026: Kindergarten 1  
 School Name: St Albert Kindergarten

Yes Cancel

If you want to change something you should click on **CANCEL** and go back to the application. If you are satisfied with the details, you should click on **YES** and application is submitted.

Once the application is submitted, you will be notified that it was successfully submitted, and you will also get a Voucher ID. It is important to take note of this Voucher ID for future reference. The voucher will be sent to you at the email address that you provided.

Your Application was successfully submitted!

Your Voucher ID : UWEQLHLGEI

**Parent/Legal Guardian Details (as per ID Card details)**

ID Card Number : 0123456M  
 First Name: John  
 Last Name: Smith  
 Parent's/Legal Guardian's Mobile Number : 0035601234567  
 Parent's/Legal Guardian's e-mail Address : john.smith@example.com

**Student Details**

ID Card Number: 0123456L  
 First Name: Anna  
 Last Name: Smith

**Pickup Address (AM - morning) and Drop Off Address (PM - afternoon)**

Town: Il-Belt Valletta  
 Locality: Valletta  
 Street: Great Siege Road  
 Post Code: -  
 House Name: -  
 House Number: 1  
 Distance to school (km): 7.93

**Transport Details**

Student year for 2025/2026: Kindergarten 1  
 School Name: St Albert Kindergarten

You will receive the voucher via email in the mail box of the email address you provided. This may take some time to be received. If you do not receive it by the end of the week, kindly contact us.

Logout Print



### **School Transport Unit Contact Details**

- **Address:** School Transport Unit - Ministry for Education, Sport, Youth, Research, and Innovation – Great Siege Road, Floriana.
- **Telephone Number:** 2598 1888
- **Email address:** [nonstateschooltransport.meyr@gov.mt](mailto:nonstateschooltransport.meyr@gov.mt)