



SCHOOL TRANSIT SUBSIDY PROGRAM

A decorative graphic at the bottom of the slide featuring a thick red wavy line over a thinner grey wavy line, which is itself over a dark blue wavy line.

Progressive Transportation Services Administration
Mass Transit Division

DC One Card Registration Instructions

Website URL Address: <http://www.dconecard.dc.gov>

- 1. First go to the DC One Card website home page: <http://www.dconecard.dc.gov> (Shown in slide 3)**
- 2. On the main DC One Card website, look for “Register/Manage Your DC One Card” tab and click on the link. (Shown in slide 3)**
- 3. Click on the “Register” button. (Shown in slide 4)**
- 4. Fill out fields with your personal information and DC One Card information. (Shown in slide 5)**
- 5. Afterwards, confirm your email address, establish a password and set your secret questions. (Shown in slide 6)**
- 6. Check your email account for a DC One Card confirmation link. (Shown in slide 7)**
- 7. Click on the link to confirm your email. (Shown in slide 8)**
- 8. You will be directed back to the DC One Card web page. (Shown in slide 9)**
- 9. Sign in using your email address and your previously established password. (Shown in slide 10)**
- 10. Once you have signed in, click “Check Your Eligibility” to enroll in the Transit Subsidy Program. THIS STEP IS REQUIRED TO PURCHASE TRANSIT PASSES and to prepare for the Kids Ride Free on Bus electronic pass rollout. (Shown in slide 11)**

Students must wait 3 business days (Monday-Friday) before Tapping their DC One Card on the Metrobus and DC Circulator

1. First go to <http://www.dconecard.dc.gov>
2. Select the Register/Manage DC One Card

The screenshot shows a web browser window with the address bar displaying <http://octo.dc.gov/page/dc-one-card>. The page title is "DC One Card | octo". The main header is "Office of the Chief Technology Officer" with a navigation bar containing links: OCTO Home, Services, Maps and Apps, Open Data, Agency Support, DC One Card, DC-Net, Connect.DC, and About OCTO. The "DC One Card" link is selected. On the left sidebar, under "DC One Card", the link "Register/Manage Your DC One Card" is circled. Below this is the "Office of the Chief Technology Officer" logo and contact information. The main content area features a "Maintenance Notification" about the DC One Card Data Base upgrade on Friday, February 20th. It includes an image of a DC One Card and a "DC-Net Citywide Communications Network" logo. The bottom of the page shows the Windows taskbar with the time 10:23 AM.

Office of the Chief Technology Officer

DC One Card

- Use a DC One Card
- Replace a Lost DC One Card
- Apply for a DC One Card
- Register/Manage Your DC One Card**
- DC One Card Digital Account

Office of the Chief Technology Officer

Office Hours
Monday to Friday, 8:30 am to 5:30 pm

Connect With Us
200 I Street, SE, Washington, DC 20003
Phone: (202) 727-2277
Fax: (202) 727-6857
TTY: 711

DC One Card

Maintenance Notification:

As part of mandatory maintenance, the DC One Card Data Base will be upgraded on Friday, February 20th. The process is set to start at 4pm and run for few hours until later in the evening.

During this time the DC One Card Web Portal and Application will not be accessible.

For further information or if we can be of service to you in any way, please feel free to contact our DC One Card Customer Service Center at (202) 727-6030.

We apologize for any inconvenience to you and your business!

The DC One Card is a consolidated credential designed to give children, adults and seniors access to DC government facilities and programs, including public schools, recreation centers, libraries and the Metro. The DC One Card is also a building access card for DC government employees.

For DC Public, Charter and Private School students, the new card includes a bonus - immediate Metro SmarTrip® capability to help them travel to and from school.

The DC One Card ID is designed to:

DC-Net Citywide Communications Network

3. Click on the Register Button


Government of the District of Columbia [US] <https://idmsprdweb.dc.gov/manage/index.jsf>

DC One Card Identity Manager DC Government - O... Google Apps Single ... U.S. Stock Market D... Eclipse BIRT Home Test IDMS QB English Language a... Keyboard shortcuts ...

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DC One Card
Learn how to access District programs with one ID card.

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What Can We Help You Find?
Example: "Register to Vote"

Already have a DC One Card?
Complete the registration process to create DC One Card digital identity. [Register](#)

Sign in to **dc one card**
Email Address:
Password:
[Login](#)
[Forgot your password?](#)

DC Public School Student Announcement:
If you need to check your DC One Card Transit Subsidy eligibility, first Login to / Register for a digital account.
Visit <http://ddot.dc.gov/schooltransitsubsidy> for more information.

Today, More Than 70,000 DC One Card Cards Have Been Issued to:

- DC Public School students in grades 6 through 12 (across 71 schools)
- Department of Employment Services Summer Youth Employment Program participants
- Department of Parks and Recreation patrons
- District of Columbia Government employees

[Read More](#)

Lose Your DC One Card?
Call the DC One Card Helpline at (202) 671-CARD (2273) during business hours.

Participating Agencies

- Parks and Recreation
- DC Office of the Chief Technology Officer
- DC Public Library
- Employment Services
- DC Public Schools

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4. Fill out the Registration Fields

Government of the District of Columbia [US]https://idmsprdweb.dc.gov/manage/registration/index.jsf

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Learn how to access District programs with one ID card.

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What Can We Help You Find?

Example: "Register to Vote"

GO


DC One Card Registration

First Name *:Qa

Last Name *:DCPS

Date of Birth (MM/DD/YYYY)*:01/12/2001

DC One Card Number (printed on card back below the barcode)*:101628733740

Word verification:



Type the characters you see in the above image *:3kats

Where to find DC One Card Number?

Cancel


Next

Today, More Than 70,000 DC One Card Cards Have Been Issued to:




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5. Confirm Email, Establish Password

Government of the District of Columbia [US] <https://idmsprdweb.dc.gov/manage/registration/index.jsf>

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DC One Card
Learn how to access District programs with one ID card.

What Can We Help You Find? Example: "Register to Vote"

Create Digital Credential

Email Address *: administrator.dc1card@dc.gov

Confirm Email Address*: administrator.dc1card@dc.gov

Choose Password*: Password Rules

Confirm Password *: Password Rules

Secret Question #1: What is your mother's maiden name?

Secret Answer *: dc

Secret Question #2: What is the middle name of your oldest sibling?

Secret Answer *: dc

Secret Question #3: What is the middle name of your oldest cousin?

Secret Answer *: dc

Cancel Register Account

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Lose Your DC One Card?
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6. Check Your Email Account for Confirmation Link

Government of the District of Columbia [US] <https://idmsprdweb.dc.gov/manage/registration/index.jsf>

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DC One Card
Learn how to access District programs with one ID card.

What Can We Help You Find?
Example: "Register to Vote"

Email Verification Sent!!!

The DC One Card system has sent an email verification to your administrator.dc1card@dc.gov account. Follow the instructions in the email to complete the email verification and activate your DC One Card digital account.

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7. Click on Email Confirmation Link

Reply Reply to All Forward Move Delete Junk Close

DC One Card account verification

administrator.dc1card@dc.gov [administrator.dc1card@dc.gov]

Sent: Thursday, January 05, 2012 3:54 PM

To: DC1Card, Administrator (OCTO)



DC One Card Email Verification

Dear Qa,

Thank you for applying for a DC One Card Digital Account on 01/05/2012.

To continue with the registration please verify your email address by clicking on this link: [Confirm Your Email Address](https://idsprdwweb.dc.gov/manage/registration/emailVerification.jsf?id=1016676160296958&code=80428414403)

If you have trouble opening the link please copy and paste the link into your browser address bar.

<https://idsprdwweb.dc.gov/manage/registration/emailVerification.jsf?id=1016676160296958&code=80428414403>

DC One Card will never send unsolicited emails asking you to provide , update or verify personal or account information. Contact the DC One Card Customer Service Center at (202)671-CARD if you have any questions or if you have received this email in error.

Join Mayor Gray's One City • One Hire - 10,000 Jobs Campaign

"Putting District Residents Back to Work – One Hire at a Time"

Learn more at <http://onecityonehire.org>

8. Click Link for redirection to DC One Card website

Government of the District of Columbia [US] <https://idmsprdweb.dc.gov/manage/registration/emailVerification.jsf?id=1016676160296958&code=80428414403>

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DC One Card
Learn how to access District programs with one ID card.

What Can We Help You Find? Example: "Register to Vote"

Email Account Verified

Your DC One Card account has been activated successfully. [Login here](#) to manage your services

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9. Sign in using your email address and your established password

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What Can We Help You Find?

Example: "Register to Vote"

GO

Already have a DC One Card?

Complete the registration process to create DC One Card digital identity. [Register](#)

DC Public School Student Announcement:
If you need to check your DC One Card Transit Subsidy eligibility, first Login to / Register for a digital account. Visit <http://ddot.dc.gov/schooltransitsubsidy> for more information.

Sign in to

dc one card

Email Address:

Password:

[Login](#)

[Forgot your password?](#)

Today, More Than 70,000 DC One Card Cards Have Been Issued to:



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Participating Agencies

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10. Click the Check Eligibility button to enroll in the School Transit Subsidy Program

Do you want Google Chrome to save your password?

Save password

Never for this site

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What Can We Help You Find?

Example: "Register to Vote"

GO

Welcome

GA DCPS

Logout

Active Services associated with DC One Card

Check or uncheck the selection boxes below to activate or inactivate your card for use at any of the designated agencies. When activating your DC One Card, you will be automatically registered at select participating agencies eliminating the need to register at multiple locations.

☒

DCR - Department of Parks and Recreation

☒

DCPL - District of Columbia Public Library

☒

DCPS - District of Columbia Public Schools

The DC One Card program does not collect or share any data on how, when or where the DC One Card is used. Read our [privacy policy](#) for more information.

Please note that by deactivating the service at particular agency, you do not cancel your membership or any outstanding membership responsibility. Please review the selected agency's "Terms and Conditions" regarding membership cancellation.

Apply Changes

Smart Trip Service

Our record show that your DC One Card SmartTrip® number is: 123456789

Please contact the DC One Card Customer Service Center at (202) 671-CARD if your SmartTrip® number is recorded incorrectly.

TRANSIT SUBSIDY PROGRAM

Check Eligibility

Check Eligibility

Today, More Than 70,000 DC One Card Cards Have Been Issued to:

DC Public School students in grades 6 through 12 (minus 71 schools)

Department of Employment Services Summer Youth Employment Program participants

Department of Parks and Recreation patrons

District of Columbia Government employees

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Lose Your DC One Card?

Call the DC One Card Helpline at (202) 671-CARD (2273) during business hours.

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Click the Launch Form Button to download the Eligibility Letter

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Welcome OA DCPS [Logout](#)

Active Services associated with DC One Card

Check or uncheck the selection boxes below to activate or inactivate your card for use at any of the designated agencies. When activating your DC One Card, you will be automatically registered at select participating agencies eliminating the need to register at multiple locations.

<input checked="" type="checkbox"/>	DPR - Department of Parks and Recreation
<input checked="" type="checkbox"/>	DCPL - District of Columbia Public Library
<input checked="" type="checkbox"/>	DCPS - District of Columbia Public Schools

The DC One Card program does not collect or share any data on how, when or where the DC One Card is used. Read our [privacy policy](#) for more information.

Please note that by deactivating the service at particular agency, you do not cancel your membership or any outstanding membership responsibility. Please review the selected agency's "Terms and Conditions" regarding membership cancellation.

[Apply Changes](#)

SmarTrip Service

Our record show that your DC One Card SmarTrip® number is: **123456789**

Please contact the DC One Card Customer Service Center at (202) 671-CARD if your SmarTrip® number is recorded incorrectly.

TRANSIT SUBSIDY PROGRAM


[Check Eligibility](#) [Check Eligibility](#)

You are eligible.

Congratulations, you are eligible for the Transit Subsidy benefits. Click the button below to launch the form for printing.


[Launch Form](#)

[PDF] This document is presented in Portable Document Format (PDF). A PDF reader is required for viewing. Download a PDF Reader.




- DC Public School students in grades 6 through 12 (across 71 schools)
- Department of Employment Services Summer Youth Employment Program participants
- Department of Parks and Recreation patrons
- District of Columbia Government employees

[Read More](#)

**Lose Your DC One Card?**

Call the DC One Card Helpline at (202) 671-CARD (2273) during business hours.

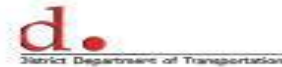
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Eligibility Letter for purchasing passes in person at WMATA

SCHOOL YEAR 2011/2012 SCHOOL YEAR 2011/2012 SCHOOL YEAR 2011/2012 SCHOOL YEAR 2011/2012



Student Transit Subsidy Eligibility Letter 2011 / 2012 School Year - Valid through June 15, 2012

First Name: QA
Last Name: DCPS
Middle Initial:
Student ID: 9999999
School Name: Anacostia Senior High School
Card ID: 101628733740
Exception:



Follow these simple instructions to use your DC One Card for student travel on Metrorail and Metrobus:

1 Activate your card

Tap on a Metrorail Passes and Farecards machine and Press Cancel.
Then go to a Metro Sales Office
(Metro Center, Anacostia Station,
600 5th St. NW or 4615 14th St. NW)
to activate your card.

2 Register Your Card

Go to <http://www.smartrip.com> and
click on "Register your Card."

3 Renew Your Pass

After your first purchase, use any
Metrorail Passes and Farecards
machine to renew your monthly
pass before the end of the month.

Important!

Register your card so you can replace a lost or stolen pass.
Renew your pass at a Metro station before the end of the month!
Pass renewals after the end of the month or purchase of 10-trip rail or bus passes must be done at a Metro Sales Office.
You must bring this letter with you each time you visit a Metro Sales Office.
For more details visit ddot.dc.gov/schooltransitsubsidy or call 202-673-1740



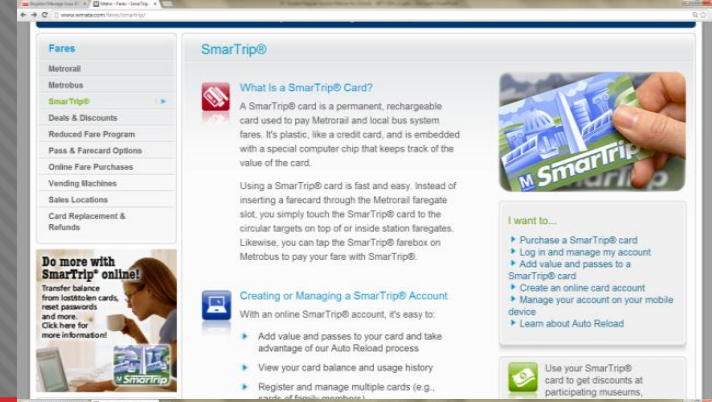
District Department of Transportation

55 M Street, SE, Suite 400

Washington, DC 20003

Register DC One Card with SmartTrip

WMATA website: <http://www.wmata.com/smartrip>



Preparation Steps

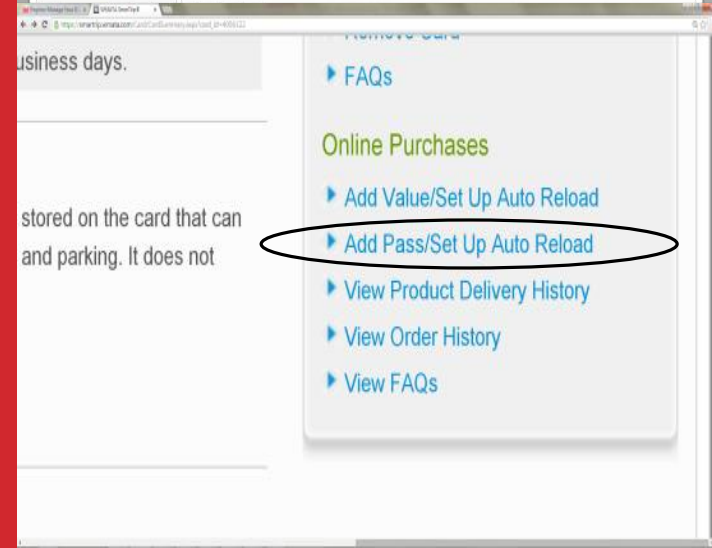
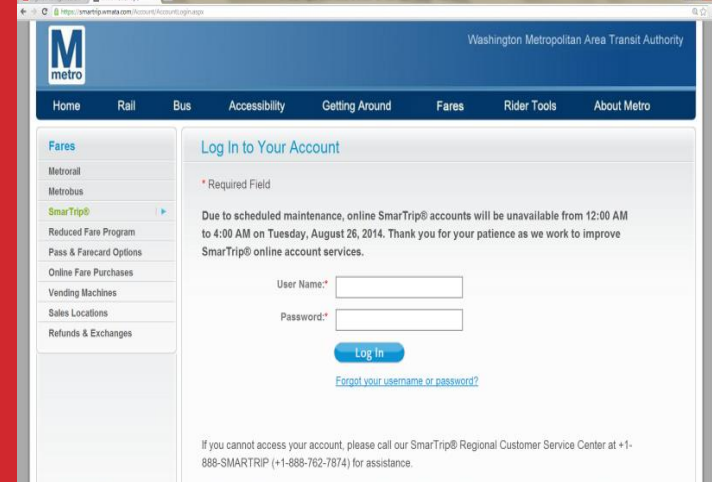
1. On the WMATA website, click “Create An Online account.”
2. Fill in information (Name, Phone Number, User Name, Password and Secret Questions)
3. Complete the remaining sections and provide the SmartTrip number from your DC One Card.

Once a SmartTrip account is created and linked to a registered DC One Card(s), then a student, parent, guardian, or agency can purchase a transit pass using a debit or credit card.

Purchase Process

- Log in to your SmartTrip® online account.
- Select the card to which you want to add stored value or a pass.
- In the right menu under Online Purchases, click the link to either Add Value or Add Pass and follow the prompts to complete your order.
- You will need to use a major credit or debit card to pay for your order.

WMATA's system delivers your online purchases to the rail stations and buses that you've used in the last 21 days. If you have not used Metro in that time frame, you will need to touch your card to a SmartTrip® target at a faregate, fare vending machine or bus farebox to let the system know where to deliver your product(s). You must then wait one business day if you touched a target at a faregate or fare vending machine or two business days if you touched a target at a bus farebox.



Lost or Stolen Card Procedures

- Call 1-888-SMARTRIP (1-888-762-7874) to report your card lost or stolen.
- Request a new DC One Card from your school or DC One Card Customer Service center.
- Register your replacement card with Metro at www.smartrip.com.
- Call 1-888-SMARTRIP (1-888-762-7874) to receive a prorated balance

Registered cards can receive a pro-rated transfer balance.

DDOT School Transit Subsidy Program

Contact Us

For questions and additional information
please call (202)-673-1740 between
8:15AM and 4:45PM or E-mail us at
school.transit@dc.gov