

ROSE-HULMAN INSTITUTE OF TECHNOLOGY

AIRPORT SHUTTLE INFORMATION

At each scheduled break during the academic year, the Office of Student Affairs coordinates an airport shuttle service running from campus to the Indianapolis International Airport and back. Additionally, an airport shuttle to and from Chicago O'Hare will be available during the December holiday break. This document contains important information about the service.

The Shuttle Ride:

- Indianapolis airport shuttles will cost \$25 each way and Chicago airport shuttles will cost \$50 each way.
- You should expect the trip from campus to the airport to take close to one and a half hours (four hours for Chicago). Please choose your shuttle departure time to allow enough time for travel, getting through security, and arriving at your gate.
- You are allowed to take one carry-on and one checked bag with you on the shuttle.

When Can I Sign Up for the Shuttle?

- You will receive an email from the Office of Student Affairs when the shuttle service online registration site is live. This is generally about 4-5 weeks before break begins.

How Do I Sign Up for the Shuttle?

In order to reserve a shuttle, you will need to log into Banner Web and click on the "main" tab. At the bottom of this screen, you will need to click on the "Airport Shuttle Reservation System" link. From there, you can select which shuttle(s) you would like to take, by clicking on the "make reservation" link to the right of your chosen shuttle. Finally, you can either follow the instructions to pay online through eMarket, or stop by the Office of Student Affairs (lower level of the Union) to pay for your reservations. **Your reservation is NOT guaranteed until it has been paid for.** Please print your confirmation page when you have completed the process.

Other Important Information to Consider

- Your reservation will be cancelled if you do not pay within 3 days of reserving a seat. This is done so that no one can hold a spot for a long time while others are trying to sign up for that spot. An e-mail notification will be sent to you if your reservation is cancelled.
- If your parents are involved in any way with your travels, please pass this information (and subsequent shuttle emails) along to them.
- Remember, if there are openings, you can sign up for a shuttle whenever you like. However, you are only guaranteed a spot if you sign up by the advertised deadline.
- Because we are basing the size of the shuttles on the number of reservations, we cannot issue refunds after the shuttles have been scheduled.
- Your confirmation email will include information regarding shuttle pick-up/drop-off locations. Print that page for your reference, and carry it with you during your travels.
- If you miss your shuttle, you can check availability for a later shuttle, however we **CANNOT** delay them. Please purchase your plane tickets accordingly. We cannot guarantee rides if you miss your shuttle.

Questions? Contact Eric Liobis, Assistant Director of Residence Life, at liobiset@rose-hulman.edu or 812-877-8451.

Airport Shuttle Schedule for the 2018-2019 Academic Year

Fall Quarter Break (Thanksgiving):

Departing Rose:

Thursday, November 15th – 9:00 a.m.
Friday, November 16th – 5:00 a.m.
Friday, November 16th – 10:00 a.m.
Friday, November 16th – 2:00 p.m.

Departing Indianapolis Airport:

Saturday, November 24th – 6:00 p.m.
Saturday, November 24th – 11:00 p.m.
Sunday, November 25th – 8:00 p.m.

December Holiday Break:

Departing Rose to Indianapolis Airport:

Friday, December 21st – 3:30 p.m.
Saturday, December 22nd – 5:00 a.m.
Saturday, December 22nd – 10:00 a.m.
Saturday, December 22nd – 2:00 p.m.

Departing Rose to Chicago O'Hare:

Saturday, December 22nd – 5:00 a.m.

Departing Indianapolis Airport:

Saturday, January 5th – 6:00 p.m.
Saturday, January 5th – 11:00 p.m.
Sunday, January 6th – 5:00 p.m.
Sunday, January 6th – 11:00 p.m.

Departing Chicago O'Hare:

Sunday, January 6th – 5:00 p.m.

Winter Quarter Break:

Departing Rose:

Thursday, February 21st – 9:00 a.m.
Friday, February 22nd – 5:00 a.m.
Friday, February 22nd – 10:00 a.m.

Departing Indianapolis Airport:

Saturday, March 2nd – 6:00 p.m.
Saturday, March 2nd – 11:00 p.m.
Sunday, March 3rd – 8:00 p.m.

Spring Break:

Departing Rose:

Friday, April 5th – 3:30 p.m.
Saturday, April 6th – 5:00 a.m.
Saturday, April 6th – 10:00 a.m.

Departing Indianapolis Airport:

Saturday, April 13th – 8:00 p.m.
Saturday, April 13th – 11:00 p.m.
Sunday, April 14th – 8:00 p.m.

End of School Year:

Departing Rose:

Friday, May 24th – 9:00 a.m.
Saturday, May 25th – 5:00 a.m.
Saturday, May 25th – 10:00 a.m.