

# REDUCED-FARE / STUDENT PHOTO OPUS CARD



## ELIGIBILITY

A photo OPUS card is required to benefit from fare reductions on transit passes and tickets granted to anyone who meets the eligibility criteria set out in the applicable regulations of the public transit agency ("Transit Agency") to which the request is submitted.

## TO OBTAIN A REDUCED FARE OPUS CARD, THE APPLICANT MUST:

- 1 Submit the duly completed form in person (mandatory). Check with your Transit Agency about where to submit the form.\*
- 2 Pay the required fees.
- 3 Provide one piece of government-issued ID in French or in English (health insurance card, driver's license, passport, permanent resident card, asylum seeker document).

**Note:** Student cards are not eligible pieces of identification.

\* Certain locations where you would submit your application form allow you to schedule an appointment ahead of time. Check your transit agency's website for more information.

[exo.quebec](http://exo.quebec)

[mrcjoliette.qc.ca](http://mrcjoliette.qc.ca)

[rtcquebec.ca](http://rtcquebec.ca)

[rtl-longueuil.qc.ca](http://rtl-longueuil.qc.ca)

[stlaval.ca](http://stlaval.ca)

[stlevis.ca](http://stlevis.ca)

[stm.info](http://stm.info)

## INFORMATION CONCERNING THE APPLICATION OF THE ACT RESPECTING ACCESS TO DOCUMENTS HELD BY PUBLIC BODIES AND THE PROTECTION OF PERSONAL INFORMATION (CQLR, C. A-2.1)

1. A photo OPUS card is considered a personalized OPUS card. Personal information collected for the purpose of issuing a personalized OPUS card is required to verify, grant or renew the status of persons eligible to obtain and use a personalized OPUS card entitling them to fare privileges, or to renew, modify, replace or cancel a personalized OPUS card, as applicable.
2. This personal information is collected by the organization issuing the personalized OPUS card, for its own use, for the Société de transport de Montréal (STM), which is responsible for operating the computerized Integrated System of public transit fare sales and revenue collection (the «Integrated System») for the benefit of Transit Agencies participating in the Integrated System.
3. The public transit authorities participating in the Integrated System are: Autorité régionale de transport métropolitain, Réseau de transport de la Capitale, Société de transport de Lévis, Réseau de transport de Longueuil, Réseau de transport métropolitain, Société de transport de Laval, Société de transport de Montréal, Réseau express métropolitain and MRC Joliette.
4. The personal information in question will be collected for the following purposes:
  - a) issuing, renewing, modifying, replacing, reactivating or cancelling personalized OPUS cards by Transit Agencies participating in the integrated System.
  - b) selling fares, collecting public transit revenue and distributing some of this revenue.
  - c) refunding or replacing fares.
  - d) managing the Integrated System.
  - e) preventing, detecting or curbing fraud.
  - f) planning public transit services (information used not personally identifiable).
5. The categories of persons who may have access to this personal information while performing their duties for the Transit Agencies participating in the Integrated System are the following: customer service agents, public transit fare collectors, as well as the Transit Agency's employees and consultants who must review said information in order to perform their duties related to fare sales, revenue collection or public transit revenue distribution, management of the Integrated System, or public transit service planning.
6. If personal information is disclosed to third parties or outside Quebec, it will be disclosed in accordance with the provisions of the Act respecting Access to documents held by public bodies and the Protection of personal information.
7. The personal information in question is collected on a voluntary basis. Public transit users may opt to purchase transit fares loaded on unregistered cards that do not require the collection of personal information or confer any fare privileges.
8. A customer who declines to provide the personal information required to issue a personalized OPUS card or who declines to identify him/herself for the purpose of modifying, replacing, reactivating or cancelling a personalized OPUS card or to obtain a refund or recoup a fare may be refused the requested service or privilege.
9. Personal information will be retained and destroyed in accordance with the retention rules approved by the Bibliothèque et Archives nationales du Québec.
10. Any person who has provided personal information in order to obtain a personalized OPUS card or have one renewed, modified, replaced, reactivated or cancelled has the right to review their personal information, obtain a copy of it, and request the correction of any information that is inaccurate, incomplete or ambiguous or that was collected in violation of the law. To do so, the person concerned must send a written request along with proof of identity to the Société de transport de Montréal (STM)'s Access to Information and Privacy Officer, who is responsible for operating the computerized Integrated System, at: 800, rue De La Gauchetière Ouest, Bureau 1170, Montréal (Québec), H5A 1J6.

## STEP 1 - OBLIGATORY - TO BE FILLED OUT BY THE APPLICANT

Legal last name:

*As provided by the MEQ or MES and as shown on eligible piece of identification*

Legal first name:

*As provided by the MEQ or MES and as shown on eligible piece of identification*

Postal code:

Date of birth:

*year/month/day*

**For security reasons, you will be required to answer an authentication question when your card is issued.**

Transit Agencies reserve the right to verify a student's status over the course of the school year and to revoke their fare reduction if they are no longer eligible. As such, I consent to my educational institution transmitting any information necessary to verify my student status to the Transit Agencies participating in the Integrated System.\*

In this document, you will find the text regarding the use of personal information entitled INFORMATION CONCERNING THE APPLICATION OF THE ACT RESPECTING ACCESS TO DOCUMENTS HELD BY PUBLIC BODIES AND THE PROTECTION OF PERSONAL INFORMATION (CQLR, c. A-2.1).

Applicant's signature:

Date:

*Or signature of parent or legal guardian if applicant is under 14 years old.*

*year/month/day*

## STEP 2 - TO BE FILLED OUT BY THE INSTITUTION ONLY IF STEP 1 IS COMPLETE

**Applicants ages 16\* and over must have this section filled out by their educational institution recognized by the ministère de l'Éducation (MEQ) or the ministère de l'Enseignement supérieur (MES).**

This step is not required for students who submit their proof of student status via their educational institution's portal. Screen shots are not accepted.

Name of educational institution:

Address:

City:

Phone number:

Postal code:

**For the school officer in charge: all fields must be filled out or the form will not be accepted.**

*"I hereby certify that this person is a full-time student as per our educational institution's criteria and in accordance with section 9 or section 10 of the Act respecting financial assistance for education expenses (CQLR, c A-13.3). To my knowledge, the preceding information is exact."*

Student's permanent code:

Institution's MEQ or MES code:

Signature of school officer  
in charge:

Date:

*year/month/day*

**Apply seal or stamp of educational institution here.**

***This form is valid for 30 days after the date of authentication by the institution, after which time it expires and can no longer be used.***

**Original only. No photocopies accepted.**

\* 19 and over for the Réseau de transport de la Capitale.  
\* 23 and over for the Société de transport de Lévis.