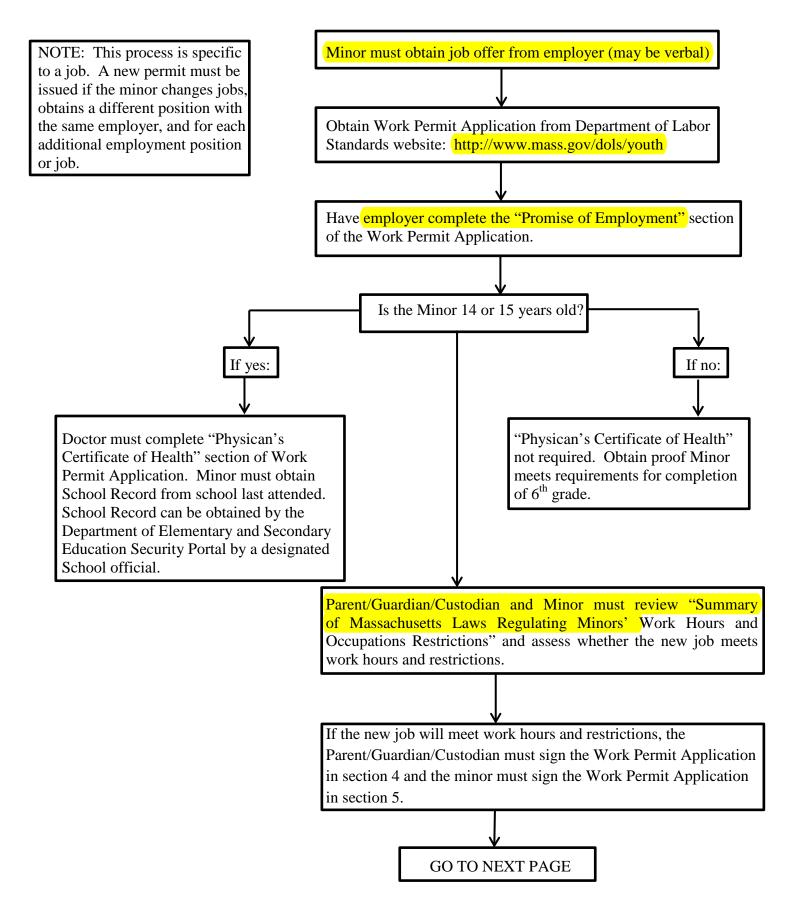
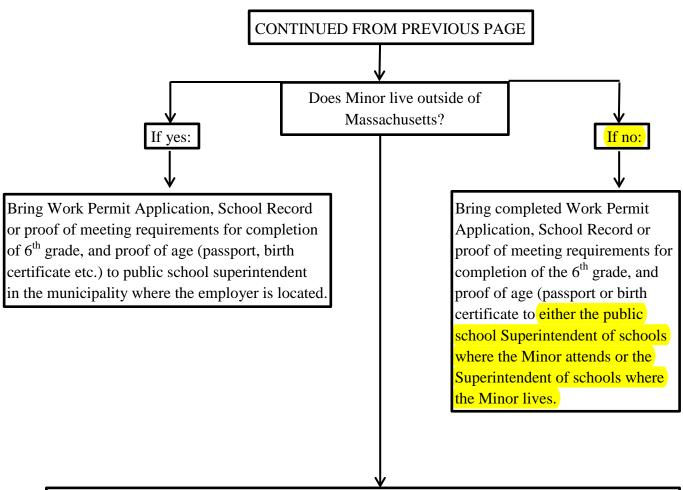
Minor (Ages 14-17) Employment Permit Process



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Superintendent will review school record (14 and 15 year olds) or proof of meeting 6th grade requirements (16 and 17 year olds) then download and complete Employment Permit from the Department of Elementary and Secondary Education Security Portal, if deemed appropriate. The Minor will sign the Employment Permit in the Superintendent's presence. Contact your local school district for more information including: hours, location etc.

School will maintain a copy of all documents. Minor will bring completed Employment Permit to employer, who must keep it on file at all times while Minor is employed, or until the Minor is 18 years old. After which, the Employment Permit may be destroyed. If the Minor's employment ends prior to his/her 18th birthday the Employment Permit must be returned to the issuing Superintendent.