

WORK PERMIT APPLICATION

Minor's Information:

Date _____ Social Security Number _____ - _____ - _____

Name: First _____ Middle _____ Last _____

Address _____ City _____ State _____ Zip _____

Phone: Home _____ Cell _____ Work _____

Parent/Guardian Name: First _____ Middle _____ Last _____

Parent/Guardian Consent:

I hereby give my consent to my child/ward to engage in part-time employment with the employer indicated on this application and agree to comply with the stated regulations and laws applicable to the specific type of employment for which this application is being submitted.

I give my permission to release any/all medical information commensurate with **Illinois Revised Statutes, Chapter 48. Sec. 31.12, sub section (D) (4)** deemed necessary in connection and for the sole purpose of my child/ward obtaining an employment certificate as defined under the Child Labor Laws of the State of Illinois.

Any description of a prior or existing physical condition which may, in the judgment of the school district and/or student's physician, be the basis for limiting the issuance of the employment certificate shall not constitute a violation of any right of a minor student which is guaranteed under the **Family Educational Right to Privacy Act**.

Parent/Guardian Signature: _____ **Date:** _____

(to be signed in the presence of issuing officer)

The parental/guardian presence at the time of work permit issuance is required under Section 205/12 of the Illinois Child Labor Law.

Items required for verification of information:

- Copy of verification of age (provide one: birth certificate, passport, baptismal record, or hospital record)
- Copy of the student's physical or physician's note/letter stating the minor is in good physical condition dated within one year of when minor applies for permit—the school physical on file is not valid
- Letter of intent from employer on employer letterhead (must include minor's job description, **EXACT** hours of the day, number of hours per day, days per week of work, and employer signature)

Employer Information (this is NOT the employer verification of job letter):

Company name: _____

Address: _____ City: _____ State: _____

Phone number: _____ Type of business: _____

Minor's job title/description: _____

Minor will work _____ school days per week and _____ hours per school day

Minor will work _____ hours on Saturday and/or _____ hours on Sunday

Summer hours only (check):