

SUMMER WORK PERMIT INFORMATION

Summer Work Permits are processed from **June 4th – August 2nd** at
Independence High School, Summer School Office

LOCATION: Independence High School, 125 Berry Street, Roseville, CA
PHONE: (916) 786-0793
HOURS: Monday – Thursday, 7:30am-4:00pm (*Closed for lunch from 12-1*)

How to Obtain a Work Permit:

1. Download a "Request for Work Permit" application at the Woodcreek High School website (www.woodcreekhg.com > Services > College & Career Center > Work Permits), or obtain one from the Summer School Office located at Independence High School.
2. Employer completes and signs their section (*Work Permits are "job/location specific" and need Employer Information*).
3. Obtain parent/legal guardian signature.
4. After all sections above (Student Information, Parent Signature, Employer Information & Signature) are **completely filled out**, return "Request for Work Permit" application to the Summer School office for processing.

PLEASE NOTE: Student must be present when Work Permit being issued is obtained, as an original signature is required by student. Incomplete applications will delay processing of your Work Permit. Parents may not sign for students.

FREQUENTLY ASKED QUESTIONS:

Q: *If I've graduated from high school, do I need a work permit?*

A: Once a minor is no longer subject to the state's compulsory education laws, he/she is not considered a minor for purposes of the state's child labor laws (labor code 1286[c]). Therefore, a high school graduate does not require a permit and may work in any occupation, even if he/she is under 18 years old.

Q: *When do work permits expire?*

A: ALL work permits expire August 14th. Work permits issued during the summer and past school year (2018-2019) must be renewed by **August 14, 2019**, even if you are continuing to work for the same employer. The process for renewing a work permit requires the same original steps as when you first obtained a work permit (steps 1-3 above).

HOURS OF WORK:

The following restrictions and spread of hours are for permits issued for **summer employment ONLY**.

16 and 17 year olds:

8 hours per day/48 hours per week. Spread of hours- 5:00am-12:30am

14 and 15 year olds:

8 hours per day/40 hours per week. Spread of hours- 7:00am-9:00pm