



REQUEST FOR WORK PERMITS

Twin Rivers Unified School District - Student Services Department
5115 Dudley Blvd. Bay C, McClellan, CA 95652 (916) 566-1620

Due to COVID - By Appointment Only

Contact your school counselor to assist you or stu.service@twinriversusd.org or 916-566-7801 for questions and appointments. Work permits will be issued on the day of appointment, if proper documents are provide: Complete the Intent to Employ form, student ID and a copy of the parent's ID that signed the form.

Work permits are required for students under the age of 18.

Please Complete the Statement of "INTENT TO EMPLOY MINOR"

PLEASE BRING A COPY OF YOUR ID

- _____ Pupil to complete Minor’s Information and name of School last attended
- _____ Employer to complete 2nd section including signature
- _____ Parent to sign and date. 3rd section

The District must be able to verify the information below - You may be asked to provide documentation
Proof of age - School record; Birth/Baptismal Certificate; Driver’s License, State ID; Card, Immigration Card
Proof of school enrollment - Last quarter report card or Letter of verification or attendance

***Student must be present to sign in the presence of issuing authority.**

MINORS WORK HOURS

Students cannot work during school hours

<u>Age</u>	<u>Non School Days</u>	<u>School Days</u>	<u>Friday's</u>
14-15	8 per day/40 per week	3 per day/18 per week	3 hours
16-17	8 per day/48 per week	4 per day/36 per week	8 hours

If an employer is covered by both state and federal laws, the higher standards applies (generally F.L.S.A.)

14-15	7 a.m. to 7 p.m. (Summer 6/1 –Labor Day 7 a.m. – 9 p.m. F.L.S.A)***
16-17	5 a.m. to 10 p.m. (12:30 a.m. when no school next day, ** I.W.C.)

Definition

***F.L.S.A/U.S. Department of Labor-Fair Standards Act, 2031 Howe Avenue, Sacramento (916)263-1811