



APPLY FOR A WORK PERMIT

Work Permit Procedure

Please complete the following steps:

1. Offer of Employment (Get Hired)
2. Click on the link to obtain a work permit application form: [Work Permit Request Form](#)
3. Student completes the "Minor's Information" and "School Information".
4. Employer completes information regarding employment.
5. Parent or legal guardian must sign.
6. **Email the completed application to guidance@stfrancishs.org.** Please allow 24 to 48 hours to process the request.
7. Student provides employer with work permit.