ERIC SOLORIO ACADEMY H.S.

WORK PERMITS Process

Once you have found a job, you must bring in the following documents to your counselor, in order to obtain a work permit. This is only required if you are 15 years old or younger. If you are 16 years old or older, you no longer require a permit.

- Letter from employer must have the following:
  - Be written on original letterhead,
  - Name of the company you will be working with along with a number to reach them and the address of the company.
  - Original signature
  - State the type of work you will be doing
  - State the number of hours you will be working
- Letter from your parents/guardians stating that you have their permission to work.

Physical Work permits cannot be issued without these documents. Please turn in all documents at one time to your counselor located in room 122 Counseling suite.