

Dates are subject to change

WORK PERMIT ISSUANCE SCHEDULE - 8:00 – 12:00

EMAIL FOR APPOINTMENT

EMAIL FOR APPOINTMENT

Minor Student **MUST BE PRESENT**



**** YOU WILL NEED PROOF OF AGE ****

Birth Certificate, Driver's License or CA ID for minors not currently enrolled in the AVUHSD

Incomplete Information will DELAY the Process of Issuance

SUMMER 2021

EMAIL FOR AN APPOINTMENT - you may go to *any* school

| WEEK OF: | MONDAY | TUESDAY | WEDNESDAY | THURSDAY | FRIDAY |
|------------------|---|----------------------|----------------------|----------------------|----------------|
| May 31 - June 4 |  CLOSED | School of Attendance | School of Attendance | School of Attendance | EHS, LHS, QHHS |
| June 7 - 11 | EHS | EHS, QHHS | EHS, QHHS | | |
| June 14 - 18 | | QHHS | QHHS | | |
| June 21 - 25 | | | | QHHS | QHHS |
| June 28 - July 2 | EHS | EHS | EHS | EHS | EHS, HHS |
| July 5 - 9 |  CLOSED | EHS, LHS, PHS | EHS, LHS, PHS | EHS, HHS, PHS | HHS, PHS |
| July 12 - 16 | HHS, PHS | HHS, PHS | LHS | LHS | LHS |
| July 19 - 23 | PHS | | | PHS | PHS |
| July 26 - 30 | QHHS | QHHS | QHHS | QHHS | QHHS |
| Aug 2 - 6 | QHHS, EHS | QHHS, EHS | CLOSED | CLOSED | EHS |

School-Work Permit Pick-Up

CONTACT

EMAIL for APPOINTMENT

EHS
PHS
QHHS
HHS/LHS

Eastside High School
Palmdale High School
Quartz Hill High School
Highland/Littlerock HS

J. COLEMAN
C. CALVERT
P. BEANE
R. WHETZEL

jcoleman@avhsd.org
ccalvert@avhsd.org
pbeane@avhsd.org
rwhetzel@avhsd.org

PROCESS

1. COMPLETE "ALL" REQUIRED information on the Work Permit APPLICATION:

- (a) Minor's Information - **REQUIRED** / Student applicant **MUST** be present to sign for work permit
- (b) Parent / Guardian Signature & Date - **REQUIRED** / Parent **NOT** required to be present
- (c) Employer - Complete with Signature - ALL information- **REQUIRED** (no copied or stamped signatures)

2. Email Work Experience Coordinator for an APPOINTMENT - (Same Day appointments are NOT AVAILABLE)

- a) USE School issued email to make an appointment
- b) Indicate which school you attend and your school ID number
- c) ****Complete Step 1 above, before emailing for an appointment**

3. Bring PROOF OF AGE - . Birth Certificate, Driver's License or CA ID. (If not currently enrolled in the AVUHSD)

4. Fall Renewal - between August 9- August 13, 2021 with your school Work Experience Coordinator

