



EMAIL FOR APPOINTMENT

WORK PERMIT ISSUANCE SCHEDULE

EMAIL FOR APPOINTMENT



Minor Student MUST BE PRESENT
****** YOU WILL NEED PROOF OF AGE ******
Birth Certificate, Drivers' License or CA ID if not currently enrolled with AVUHSD

Incomplete Information will DELAY the Process of Issuance

The following schedule indicates the EMAIL CONTACT at which Summer Work Permits will be processed



SUMMER 2020 EMAIL FOR AN APPOINTMENT

WEEK OF:	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
June 1 - 5	Home School	Home School	Home School	Home School	BEANE
June 8 - 12	BEANE	BEANE COLEMAN-LEVY	BEANE COLEMAN-LEVY	BEANE COLEMAN-LEVY	WHETZEL CALVERT
June 15 - 19	CALVERT	CALVERT	CALVERT	CALVERT	CALVERT
June 22 - 26	Coleman-Levy	Coleman-Levy	Coleman-Levy	Coleman-Levy	Coleman-Levy
June 29 – July 3	Coleman-Levy	Coleman-Levy	Coleman-Levy	Coleman-Levy	CLOSED
July 6 - 10	WHETZEL	WHETZEL	WHETZEL	WHETZEL	WHETZEL
July 13 - 17	WHETZEL	WHETZEL	WHETZEL	WHETZEL	WHETZEL
July 20 - 24	BEANE	BEANE	BEANE	BEANE	BEANE
July 27 – 31	WHETZEL / CALVERT	WHETZEL / CALVERT	WHETZEL / CALVERT	WHETZEL / CALVERT	Coleman-Levy
Aug 3 – 7	Coleman-Levy	Coleman-Levy	WHETZEL / CALVERT	WHETZEL / CALVERT	WHETZEL / CALVERT

CONTACT	EMAIL for APPOINTMENT	Work Experience Coordinator
BEANE	pbeane@avhsd.org	Mrs. Beane
CALVERT	ccalvert@avhsd.org	Ms. Calvert
COLEMAN-LEVY	jcoleman@avhsd.org	Ms. Coleman-Levy
WHETZEL	rwhetzel@avhsd.org	Mrs. Whetzel

PROCEDURE

1. COMPLETE "ALL" REQUIRED information on the Work Permit APPLICATION:
 - (a) Minor's Information - REQUIRED
 - (b) Parent / Guardian Signature & Date - REQUIRED
 - (c) Employer – Complete & Signature - ALL information- REQUIRED



- ➔ 2. **Email** Designated Work Experience Coordinator for AN APPOINTMENT
 (Please allow a minimum 48 hrs. for processing)

3. Bring PROOF OF AGE - . Birth Certificate, Driver's License or CA ID. (If not currently enrolled with -AVUHSD)
4. HAND-CARRY Work Permit to Employer, BEFORE starting work.

- ➔ 5. Renew between August 10- August 14, 2020 with your Home School Work Experience Coordinator

