

# How To Apply for Work Permit Application For OUSD Students

[ousd.org/workpermit](https://ousd.org/workpermit)





SAFEWAY

amc  
THEATRES

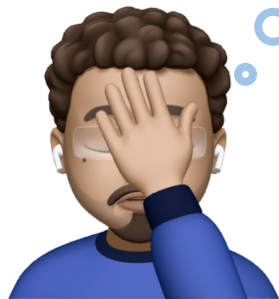


Foot Locker

Gotta Get a  
Work Permit?

Man, where  
we gonna  
get one at?

Hey!  
Follow these  
instructions



**FYI**  
You must have your email address to complete your application. Along with an email address for your parent and the employer.

[Go to form / Ir al formulario](#)

STATE OF CALIFORNIA DEPARTMENT OF EDUCATION  
**STATEMENT OF INTENT TO EMPLOY A MINOR AND REQUEST FOR A WORK PERMIT CERTIFICATE OF AGE**  
 CDE Form IIS-106 (02-04)

A **"STATEMENT OF INTENT TO EMPLOY A MINOR AND REQUEST FOR A WORK PERMIT CERTIFICATE OF AGE"** form (CDE Form IIS-1) shall be completed in accordance with California Education Code 49162 and 49163 as notification of intent to employ a minor. This form is also a Certificate of Age pursuant to California Education Code 49114.  
*(Print Information)*

<b>Minor's Information</b>		
Minor's Name (First and Last)	Home/Cell Phone	Grade
Home Address	City	Zip Code
Birth Date	Social Security Number	Student's Signature
<b>School Information</b>		
School Name	School Phone	
School Address	City	Zip Code
<b>To be filled in and signed by parent or legal guardian.</b>		
This minor is being employed at the place of work described with my full knowledge and consent. I hereby certify that to the best of this minor and belief, the information herein is correct and true.		
Parent's Name (Print First and Last)	Parent's Signature	Date
<b>To be filled in and signed by employer.</b>		
Business Name or Agency of Placement	Business Phone	Supervisor's Name
Business Address	City	Zip Code
Employer's Maximum Expected Work Hours:	hours per day	hours per week
Describe nature of work to be performed:		
In compliance with California labor laws, this employee is covered by workers' compensation insurance. This business does not discriminate unconditionally on the basis of race, ethnic background, religion, sex, sexual orientation, color, national origin, ancestry, age, physical handicap, or medical condition. I hereby certify that, as the employer of this minor, the information herein is correct and true.		
Employee's Name (Print First and Last)	Employee's Signature	Date
<b>For authorized work permit issue ONLY</b>		
Maximum number of work hours when school is in session:	Maximum number of work hours when school is not in session:	
Precel of Minor's Age (Evidence Type)		
Verifying Authority's Name and Title(Print)		
Verifying Authority's Signature		
<b>Check Permit Type:</b> <input type="checkbox"/> Full-time <input type="checkbox"/> Work Experience <input type="checkbox"/> Restricted      Education, Vocational <input type="checkbox"/> General      Attendance <input type="checkbox"/> Workability		

**For more information** about child labor laws, contact the U.S. Department of Labor at <http://www.dhs.gov/>, and the State of California Department of Industrial Relations, Division of Labor Standards Enforcement at <http://www.dir.ca.gov/DLSE/dlse.html>.

Complete the highlighted section of the application.

Pay close attention to the formatting on your phone number, social security number and your birthday.

FYI- If these sections do not have the dashes in the numbers, you will not be able to submit your application.

Do not complete an application without employer information. It will be cancelled.



1  
STATE OF CALIFORNIA DEPARTMENT OF EDUCATION  
**STATEMENT OF INTENT TO EMPLOY A MINOR AND REQUEST FOR A WORK PERMIT-CERTIFICATE OF AGE**  
CDE Form B1-1 (Rev. 02-14)

A "STATEMENT OF INTENT TO EMPLOY A MINOR AND REQUEST FOR A WORK PERMIT-CERTIFICATE OF AGE" form (CDE Form B1-1) shall be completed in accordance with California *Education Code* 49162 and 49163 as notification of intent to employ a minor. This form is also a Certificate of Age pursuant to California *Education Code* 49114.

(Print Information)

**Minor's Information**

First and Last	XXX-XXX-XXXX	
Minor's Name (First and Last)	Home/Cell Phone	Grade
Home Address	City	Zip Code
mm/dd/yyyy	XXX-XX-XXXX	
Birth Date	Social Security Number	Age
		Click to sign here
		Student's Signature

**School Information**

Select...	XXX-XXX-XXXX	If other school, enter school name here
School Name	School Phone	
School Address	City	Zip Code

**To be filled in and signed by parent or legal guardian**

This minor is being employed at the place of work described with my full knowledge and consent. I hereby certify that to the best of my knowledge and belief, the information herein is correct and true.

# What are the maximum hours I can work?

## 16-17 years of age

- 4 hours per school day
- 8 hours per non-school day
- 48 hours per school or non-school week

\*\*\*Exception if in WEE Program\*\*\*



## 14-15 years of age [Sample B1-4](#) (14-15 yr old)

- 3 hours per school day
- 18 hours per school week
- 8 hours per non-school day
- 40 hours per non-school week

## 12-13 years of age

- 2 hours per school day
- 4 hours per school week
- 8 hours per non-school day
- 40 hours per non-school week

[Employment of Minors Summary Charts](#)

# Thank you for joining us!



We can be reached at:      510-879-3085      [WorkPermits@ousd.org](mailto:WorkPermits@ousd.org)

Presenter:    Edith Gambrell  
Photos:        OUSD Gallery  
                  Informed K12.com  
                  Google Images  
                  Apple Emojis