NILES WEST HIGH SCHOOL – 5701 W. Oakton St, SKOKIE, IL 60077

APPLICATION FOR ILLINOIS DEPT. OF LABOR WORK PERMIT

A Work Permit cannot be issued until position is guaranteed by employer.

TO BE COMPLETED BY APPLICANT

First Name | Middle Name | Last Name

Address, Town and Zip code

Last Grade Completed | Date of Birth | Employee Social Security #

Business Name/Employer | Business Phone

Address, Town and Zip code of Business | Nature of Industry

TO BE COMPLETED BY EMPLOYER or Attach LETTER OF INTENT TO HIRE

Describe type of work and specific hours/days which Applicant will work below.

Signature or Employer | Date

TO BE COMPLETED BY PARENT/GUARDIAN

I GRANT THE ABOVE NAMED MINOR PERMISSION TO WORK AT THE POSITION DESCRIBED ABOVE.

Name of Parent | Signature of Parent or Guardian | Date

TO BE COMPLETED BY DOCTOR OR SCHOOL NURSE

I CERTIFY THAT THE ABOVE NAMED MINOR IS PHYSICALLY FIT TO BE EMPLOYED IN ALL LEGAL OCCUPATIONS OR TO BE EMPLOYED IN LEGAL OCCUPATIONS UNDER LIMITATIONS SPECIFIED.

Signature of Doctor/School Nurse | Date

TO BE COMPLETED BY PRINCIPAL, COUNSELOR OR DESIGNATED SCHOOL EMPLOYEE

I CERTIFY THE ABOVE NAMED APPLICANT IS IN GOOD ACADEMIC STANDING TO WORK PART TIME.

Signature of Principal/Counselor | Date

DIRECTIONS:

- Make an Appointment with Joy Healy at NWHS (joyhea@d219.org or 847-626-2680)
- Bring Birth Certificate or Passport of Minor AND Social Security Card
- Bring proof of Coogan Account for Child Entertainer (Actor/Model/Performer, etc)
- Both Child and Parent/Guardian must be present to obtain work permit.

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