

WORK PERMIT ISSUANCE SCHEDULE

EMAIL FOR APPOINTMENT PERMITS ARE ISSUED: 8:00 AM - 12:00 NOON

Minor Student MUST BE PRESENT

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

Birth Certificate, Driver's License, or CA ID (If not currently enrolled in the AVUHSD)

Incomplete Information will DELAY the Process of Issuance

SUMMER 2025

EMAIL FOR AN APPOINTMENT - You may go to *any* school with an APPOINTMENT.

WEEK OF:	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
June 2– June 6	School of Attendance	School of Attendance	School of Attendance	School of Attendance	LHS, EHS, LnHS
June 9 – June 13		EHS, QHHS	EHS, SHS	EHS	HHS
June 16 - June 20		QHHS	QHHS	CLOSED	
June 23 - June 27					
June 30 – July 4	HHS, PHS	HHS, PHS	HHS, PHS	HHS, PHS	CLOSED 
July 7 – July 11	LHS, PHS	LHS, EHS	LHS, EHS	EHS, PHS	PHS
July 14 – July 18	LHS, PHS	LHS, EHS, PHS	HHS, EHS	EHS	PHS, QHHS
July 21 – July 25	PHS, QHHS	EHS, PHS, QHHS	EHS, PHS, QHHS	EHS, PHS, QHHS	PHS, QHHS
July 28 – Aug 1					CLOSED
Aug 4 - Aug 8	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED
Aug 11 – Aug 15 <i>Permits expire on 8/15</i>	1 ST DAY OF SCHOOL	RENEW THE WORK PERMIT AT YOUR OWN SCHOOL BEFORE 8/15	RENEW THE WORK PERMIT AT YOUR OWN SCHOOL BEFORE 8/15	RENEW THE WORK PERMIT AT YOUR OWN SCHOOL BEFORE 8/15	ALL PERMITS WILL EXPIRE TODAY!

EHS
PHS
QHHS/LnHS/SHS
HHS/LHS

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

T. GREEN
C. CALVERT
P. BEANE
R. WHETZEL

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

PROCESS:

- COMPLETE ALL REQUIRED INFORMATION ON THE WORK PERMIT APPLICATION:**
 - Employer–To complete with Signature in ink - ALL information is REQUIRED (no copied/stamped signatures)**
 - Parent / Guardian Signature & Date is REQUIRED. Parent is NOT required to be present**
 - Minor's Information is REQUIRED. Student applicant MUST be present to sign the work permit**
- Email: Work Experience Coordinator for an APPOINTMENT - (Same Day appointments are NOT AVAILABLE)**
 - USE your school-issued email to make an appointment so you don't go into SPAM!**
 - Indicate which school you attend and include your school ID number in the email**
 - **Complete Process Step 1 (a, b, c) above, before emailing for an appointment**
- Bring PROOF OF AGE - Birth Certificate, Driver's License, or CA ID. (If not currently enrolled in AVUHSD)**
- Fall Renewal - begins August 11, 2025. Contact your home-school's Work Experience Coordinator. ALL permits will expire on 8/15. Renew before they expire if you want to keep working!**