Form 600

Print Form

APPLICATION TO SECURE CERTIFICATE OF AGE AND SCHOOLING FOR EMPLOYMENT

MINIMUM LEGAL AGE to be employed in Oklahoma is 14 years

CERTIFICATE WILL BE DENIED IF STUDENT IS NOT AT LEAST 14 YEARS OF AGE

COUNTY_____ **SCHOOL**_____

IT IS AGREED THAT IRREGULAR ATTENDANCE OR UNSATISFACTORY CLASS WORK WILL BE SUFFICIENT CAUSE FOR CANCELLATION OF THIS PROGRAM.

YOUTH EMPLOYMENT LAW AWARENESS

For a complete listing of the **STATE** child labor laws, contact the Oklahoma Department of Labor at 1-888-269-5353/405-521-6100 or www.labor.ok.gov
For a complete listing of the **FEDERAL** child labor laws, contact the United States Department of Labor at 1-866-487-9243 or www.dol.gov

Note: Employers are required to comply with all state and federal child labor laws when it comes to the employment of minors.

TO BE FILLED OUT BY EMPLOYER

- RETURN THIS FORM BACK TO THE SCHOOL SO THAT THE "EMPLOYMENT CERTIFICATE OF AGE AND SCHOOLING" CAN BE ISSUED.

Upon presentation of an Employment Certificate, (Form 601), the minor named below will be employed by:

Name of Firm_____ Address_____ Email Address _____ Telephone_____

Job Title_____ Hours worked: From_____ to_____ And on: ☐ Sun ☐ Mon ☐ Tues ☐ Wed ☐ Thurs ☐ Fri ☐ Sat
(start) (finish)

_____ _____
(Signature of Employer) (Date)

TO BE FILLED OUT BY APPLICANT

Name_____ SS#_____ Date of Birth_____

Name of person with whom residing_____ Relationship_____

Grade in which enrolled_____ Last grade completed_____ School_____

Mailing Address_____ Telephone _____

TO BE FILLED OUT BY PARENT OR GUARDIAN

This is to certify that I am the_____of the above minor and that I hereby consent to his/her employment by the above employer provided said minor is first issued an employment certificate as required by law. I further certify that he/she was born on the date written above and that I have been requested by the issuing officer to submit to him/her one of the documentary proofs of the date of birth and in the order listed below and do submit the proof indicated.

SCHOOL RECORDS CANNOT BE ACCEPTED. LEGAL PROOF OF AGE MUST BE ONE OF THE FOLLOWING IN THE ORDER LISTED:

Birth Certificate___ Certificate of Baptism showing date of birth and place of baptism___Passport showing age of child_____Certificate of arrival in the United States issued by U.S. Immigration Office showing age of child____Life insurance policy at least one year old showing age of child____Certificate of Degree of Indian Blood (CDIB) showing date of birth ___

_____ _____
(Signature of Parent or Guardian) (Date)

PRINCIPAL, HEADMASTER OR EQUIVALENT ADMINISTRATIVE OFFICER'S RECOMMENDATION

Student is at least 14 years of age: ☐ Yes ☐ No
(IF NO, APPROVAL MUST BE DENIED)

Student has met attendance requirements: ☐ Yes ☐ No
(IF NO, APPROVAL MUST BE DENIED)

I, the undersigned recommend ☐ or do not recommend ☐ that_____be given an employment certificate.

_____ _____
(Signature of Issuing Officer) (Date)

THIS FORM MUST BE RETURNED TO THE SCHOOL BEFORE A CERTIFICATE (Form 601) WILL BE ISSUED

PLACE A COPY IN STUDENT'S SCHOOL FILE. WHD-91-7-01 (Rev 05/2021)

STATE OF OKLAHOMA

CHILD LABOR LAW

Section 71 et. seq. of Title .:/0 of the Oklaho ma Statutes

Applicable to minors **UNDER** 16 years of age

Minimum Age	14 years of age
E1nploy1nent Certificate	Employment cenificate is issued by the school and is required for all employed mino rs, including home schooled minors and minors from out-of-state working in **Oklahoma.** Employers are required to have an employment certificate from the schoo l before a minor **is allowed** to **work.** **Note to Jssuing Oflicer(s): Minors must coml}IV with compulsory School Laws , Title 70 Section JO**
Hours Standard	School in session - minors restricted to: No more than three (3) hours per school day No more than eight (8) hours per non-school day No more than eighteen (18) hours per school week School not in session - minors restricted to: No more than eight (8) hours per non-school **day** No more than forty (40) hours per non-school week
Break	For every five (5) hours worked - Thiny (30) minute rest period For every eight (8) hours worked - One (I) hour rest period
Times Standard	From Tuesday after Labor Day through May 31st - mino rs: Can not work before 7:00 a.m. and not after 7:00 p.m. From June I" through Labor Day - minors: Can not work before 7:00 a.m. and not after 9:00 p.m.
Prohibited Occupations	Occupations which threaten health and well-being in clude, but not limited to: Baking, Communications, Construction Cooking, Coolers, Cutters Demolition, Freezers, Fryers Grills, Hoisting devices, Ladders Loading, Machinery, Manufacturing Mining, Motor vehicles, Mowers Power-Driven, Processing, Public messenger Public Utilities, Repair, Slicers Storage, Transportation, Unloading Warehouse, Weed eaters, Work rooms Youth peddling For information on hazardous occupations for 16 and I7 year olds, contact the United States Department of Labor at 1-866-487-9243

Oklahoma Department of Labor

1-888-269-5353

www.labor.ok.gov