



Summer 2026 Work Permit Procedures

To request your work permit:

1. Click on the following link to download and print the form:

[Work Permit Application](#)

Or stop by the Enrollment Center at 6225 Harrisburg Pl.

2. Fill out highlighted sections of the Work Permit Application:

- a. Minor's Information

- b. Filled in and signed by employer

- c. Filled in and signed by parent or legal guardian

3. Scan and/or take a picture of the completed Work Permit Application (keep this printed copy-you will turn this form in when you pick up your work permit)

4. Email completed Work Permit Application to:

Christine Velazquez at cvelazquez@lUSD.net until 6/12/26)

Erika Coronado-Tarin ecoronado-tarin@lUSD.net (starting 6/14/26)

To pick up your work permit:

1. Bring your original, completed Work Permit Application with you to turn in when picking up your work permit
2. You will receive 2 copies of your work permit to sign
 - a. 1 copy will stay with the school
 - b. 1 copy goes to your employer

Office Hours are from 8 am - 3:30 pm