HOW TO OBTAIN A WORK PERMIT

1. **Download the Application:** Print the "Application for Work Permit" from the district website's home page by selecting either **Parent Resources** or **Student Resources**.
2. **Complete the Application:**
    - If your child is enrolled in the Palmerton Area School District, complete all student information **except the "Evidence of Age" section**. The student's age is already listed in PowerSchool, so no additional documentation is necessary.
    - If your child is enrolled in a school district other than Palmerton, please provide a copy of one of the acceptable forms of age verification listed on the application.
3. **Parent/Guardian Information:** Be sure to include the parent's signature, date, address, and the location where the child was born. All required information must be completed.
4. **Submit the Application:** Once the application is completed, scan it or take a clear picture and email it to:

jpastor@palmerton.org

5. **Receive Your Work Permit:** Once the application is received and processed, the work permit will be issued and mailed to the address provided on the application.

QUESTIONS?

Please contact Jessica Pastor at **jpastor@palmerton.org** or call **610-826-3155, extension 2224**.