

WORKING PAPERS FOR BEGINNERS!

Looking for work, but you need your working papers? Follow these easy steps!

1) You fill out **Section A** and have your Parent/ Guardian sign and date.

2) Your employer fills out **Section B**, signs and date.

3) For **Section C**, you need any doctor to clear you for a physical, then they sign and date.

If a student has a physical on file with the school staff, the nurse can sign off for you, making the process quicker

4) In **Section F**, students must sign & date where it says, "Signature of Minor."

5) Once steps 1-4 are complete, attach a copy of your Birth Certificate or Passport to the working papers for submission.

6) You are finished!! Now just drop off your completed paperwork to the School Resource Officer during lunch distribution (11:00 – 1:00 PM) at Linden High School. You will be sent an email when your Working Papers are ready!!!