

SUMMER WORK PERMIT INFORMATION

The school office issues work permits during the month of June only.

The school **does not** issue work permits during the month of July.

Work permits can be obtained through the Jefferson Parish Public School System.

The information below is from their website link - <https://www.jpsschools.org/Page/3719>

Work Permits for Minors

- Our district is issuing work permits Monday through Friday.
- 9:00 a.m. to 12:30 p.m. and 2:00 p.m. to 3:00 p.m. at 822 S. Clearview Pkwy. in Harahan.
- 9:00 a.m. to 3:00 p.m. at 501 Manhattan Blvd. in Harvey

Requirements

- Minor must be 14-17 years old
- Students must already have a job offer and a completed "Application to Employ Minors Under Age 18" form.
- Students must be present to issue the work permit.
- Students must have their birth certificate or a state ID.

**If you have any questions regarding the process, please call the
Jefferson Parish School System at (504) 736 – 1800**