



ANTELOPE VALLEY UNION HIGH SCHOOL DISTRICT

WORK PERMIT ISSUANCE SCHEDULE

SUMMER 2016

The following schedule indicates the days and schools at which Summer Work Permits will be processed
Office hours for processing work permits will be **8:00 a.m. - 12:00 p.m.**

PLEASE **CALL FIRST** BEFORE YOU GO TO THE SCHOOL. THESE DATES AND TIMES ARE SUBJECT TO CHANGE.

****** YOU WILL NEED PROOF OF AGE - Birth Certificate, Drivers' License or CA ID ******

WEEK	MON.	TUES.	WED.	THUR.	FRI.
May 30– June 3	 CLOSED	Home	Home	Home	PHS, LHS
June 6 - 10	EHS, LHS	EHS, LHS	EHS,	EHS, PHS	PHS
June 13 - 17	CLOSED	HHS	HHS	HHS	CLOSED
June 20 - 24	CLOSED	HHS	HHS	CLOSED	CLOSED
June 27 - July 1	CLOSED	CLOSED	CLOSED	CLOSED	LHS
July 4 - 8	 CLOSED	LHS	LHS	LHS	LHS
July 11 -15	CLOSED	QHHS	QHHS	QHHS	CLOSED
July 18 - 22	HHS	HHS	HHS	HHS, QHHS	HHS, QHHS
July 25 - 29	EHS, QHHS	EHS, QHHS	EHS, QHHS	EHS, QHHS	EHS
August 1 - 5	EHS	EHS, HHS	HHS	CLOSED	CLOSED
August 8-12	WORK PERMIT – RENEWAL @ Your Home School				

(EHS)	Eastside High School	946-3800 x 1140	Mrs. Coleman-Levy
(HHS)	Highland High School	538-0304 x 311	Mr. Root
(LHS)	Littlerock High School	944-5209 x 384	Mrs. Whetzel
(PHS)	Palmdale High School	273-3181 x 392	Ms. Calvert
(QHHS)	Quartz Hill High School	718-3100 x 455	Mrs. Beane

Incomplete Information / Blanks will DELAY the Process of Issuance

PROCEDURE:

1. COMPLETE "ALL" REQUIRED information:

- (a) Minor's Information - REQUIRED
- (b) Parent / Guardian Signature & Date - REQUIRED
- (c) Employer – Complete & Signature - ALL information- REQUIRED

2. Return **COMPLETED** "Statement of Intent to Employ" to the **Work Experience Coordinator** at the Designated School

➡ 3. Bring **PROOF OF AGE** - . Birth Certificate, Driver's License or CA ID.

4. **HAND-CARRY** Work Permit to Employer, before starting work.

➡ 5. Renew between **August 8 - August 12, 2016** at your Home School

6. High School **graduates** under the age of 18 do not need a work permit.