

## **Work Permits**

For a minor child (ages 0-15 years of age) to be able to work in Illinois, he or she must be issued a work permit. Work permits are valid for 1 year and for 1 employer. During the school year, all permits can be issued through the district office.

## **Requirements**

Requirements for work permits for a minor child (0-15 years old):

- Birth Certificate
- Social Security Card
- Letter of intent to hire from the prospective employer
- Physical dated within one year stating satisfactory health status to work
- Principal form verifying satisfactory academic status (this form is required during the school year only)
- Work Permit Application Form
- Illinois law requires that **both** the child and the parent be present when applying for the work permit.

## **Further Information**

The person applying must have the employer name and address. Parent need not be present at time of application.

If you have any questions concerning Illinois Child Labor Laws, please contact the Child Labor Hotline at 800-645-5784.