

WORK PERMITS

Work permits are issued only to those **under 16** years of age.

Parents are now able to obtain work permits online, from the comfort of your own home. Please follow this [link](#) to obtain it online.

OR

The main office of the high school can also assist you with obtaining a permit. To be able to do so, please know, you **MUST** have the following in order to obtain a permit:

1. [Birth Certificate](#) or [State Issued Identification](#) (no copies accepted)
2. [Social Security Card](#) (no copies accepted)
3. [Letter from the employer](#) indicating they have hired you. The letter must include their name, address, phone number and what position you've been offered.
4. [A Letter signed by a parent](#) indicating they are allowing you to work for the employer. Letter must include your address and phone number. This letter can be handwritten.
5. [\\$10.00](#)- Cash or check accepted.

Please note: The student must be present in order to issue the permit. A parent signature is NOT required on the permit.

Questions? Please visit Wisconsin Department of Workforce Development
DWD:<https://dwd.wisconsin.gov>