

Work Permit

A work permit can be obtained for children aged under 16 thru the St. Clair County Regional Office of Education. An appointment must be scheduled. For more information and/or to schedule an appointment, please contact Natalie Birk at 618-825-3944. Both the child and the parent/guardian must be present and bring the following items:

Items Needed to Obtain Work Permit

1. Letter of Intent of Employment (Job Must Be Pending)
2. Copy of Birth Certificate
3. Copy of Social Security Card
4. Copy of Physical (given within last year)
5. Letter from Principal (indicating they are aware student has job)
6. Letter of Consent from Parent with Signature
7. Copy of Parent/Guardian Driver's License