

Summer Work Permit Information



Students ages 14-17 years old, who reside in the Modesto City Schools District, will need to email a work permit application ([B1-1 form](#)) to Lori Murphy from May 28 - August 6, 2021.

Lori Murphy
murphy.l@monet.k12.ca.us
(209) 492-5128

Step-by-step Guide:

1. Complete the Work Permit Application ([B1-1 Form](#))
 - a. Put your ID number in the top right hand corner
 - b. Fill out the top section (Minor's Information)
 - i. Make sure you include your social security number and cell phone number. Double check they are correct.
 - c. Take the form to your employer and have them complete, sign and date their section.
 - d. Have a parent/legal guardian print their name, sign and date their section
2. Email the completed application to Lori Murphy (contact information above) using **YOUR SCHOOL EMAIL**
 - a. If you have it printed and don't know how to scan it, you can use CamScanner, Genius Scan or any other scanner from your app store on your phone. **Do not take a picture of it as it's often too hard to read. Make sure it is legible before you send it.**
 - b. She will process it and email you the completed work permit
3. Print, sign and date the work permit and give it to your employer

Work permit applications sent during weekends or federal/state holidays may take longer to process.

Work permits expire August 16, 2021. If you are less than 18 years old by this time, you will need to renew your work permit with Mr. Murry in the Career Center.