

## WORK PERMITS

If you need help with work permits during the Summer months, please contact Isabel Mejia at the District Office 916-375-7600 Ext 1370.

During the school year, Work Permits may be obtained in the Career Center. Students must have a minimum 2.00 GPA in order to receive a work permit. Please contact Sona Desmangles for questions regarding Work Permits. [sdesmangles@wusd.k12.ca.us](mailto:sdesmangles@wusd.k12.ca.us)

The first step in getting your Work Permit is completing the **Statement of Intent to Employ a Minor & Request for a Permit** also known as the CDE **B1-1 form**. This form must be completed then signed by both the employer and a Parent/Guardian. Click on the link to open and print the first page only, the CDE B1-1 form **Statement of Intent to Employ a Minor & Request for a Work Permit** Print Page 1 only. <https://1.cdn.edl.io/wzfO34EIBtvDMttTxpnzILSM97JiUXezSJkSwvXDWbAw0iYs.pdf>

The second step is scanning the completed CDE B1-1 form to Ms. Desmangles via email. She will then issue the actual Work Permit (2 copies) which you and she will then need to sign. The school will keep a copy and you will take the second copy to your employer. Please contact Ms. Desmangles if you have any further questions.