

Working Paper Application

Working Papers (Employment Certificate)

All students between 14 - 17 years of age must get an employment certificate in order to work (unless otherwise specified).

How to apply:

Gather all of the necessary documentation (see below) and submit copies in person to Ms. Salcedo Perez in room 308.

Necessary documentation:

- An application with Section 1 completed and signed by a parent/guardian
 - <https://www.nysed.gov/sites/default/files/programs/student-support-services/at-17-application.pdf>
- A birth certificate for proof of age
- Physical Form
 - https://pwsblobprd.schools.nyc/prd-pws/docs/default-source/default-document-library/health-and-wellness/ch205-child-adolescent-health-examination-form-2025-26.pdf?sfvrsn=265e4fb_6
- New York State doctor's note (stating the student is "fit for employment")
 - <https://www.nysed.gov/sites/default/files/programs/student-support-services/at-16-physical-fitness-certification.pdf>

PLEASE RETURN THE COMPLETED APPLICATION TO MS. SALCEDO PEREZ in room 308

Questions/Concerns?

Analís Salcedo Perez, LMSW

College and Career Counselor

Room 308

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