

Work Permit Request

DIRECTIONS FOR HOW TO OBTAIN A WORK PERMIT

1. Email your Counselor:

Mr. Espinoza Caseload (A-G)

Ernesto.Espinoza@aspirepublicschools.org

Ms. CastanonCaseload (H-P)

Imelda.Castanon@aspirepublicschools.org

Ms. Muniz Caseload (Q-Z)

Kristen.Muniz@aspirepublicschools.org

2. Your counselor will send the work permit application to your **STUDENT EMAIL**.
3. Employers complete and sign their section
4. Obtain parent/legal guardian signature
5. After all sections above are **completely filled out** (Student Information, Parent Signature, Employer Information & Student Signature), return/email “Request for Work Permit” application to your Counselor.

Work permit will be processed and ready for pick up within 48 hours.

