

El Dorado Union High School District

4675 Missouri Flat Road | Placerville, CA 95667 | Phone: 530-622-5081 | Fax: 530-622-8071

Where can students obtain a Work Permit this summer?

Work Permits should be obtained in the **Counseling Department** at each school site. When the Counseling Department and Career Centers are closed, a Work Permit can be obtained at each school's **Administration Office** or the El Dorado Union High School **District Office** (located at 4675 Missouri Flat Road, Placerville, CA, Student Services, Building D).

Location/Program	Preferred Option #1: Counseling Department Monday-Thursday	Option #2: School Admin Office Monday-Thursday	Option #3: District Office Monday-Thursday
	Dates & Times of Availability	Dates & Times of Availability	Dates & Times of Availability
El Dorado High School 530-622-3634 ext. 1028 or 1029	June 3 – June 13, and July 15 – Aug 1 7:30 am – 4:00 pm	May 28 – July 4, and July 22 – Aug 1 7:30 am – 4:00 pm sdhillon@eduhd.k12.ca.us	May 28 – Aug 1 8:00 am – 4:00 pm
Oak Ridge High School 916-933-6980 ext. 3050 or 3054	June 3– June 13, and July 15 – Aug 1 8:00 am – 3:30 pm	June 17 – July 11 8:00 am – 3:30 pm online only sphillips@eduhd.k12.ca.us	May 28 – Aug 1 8:00 am – 4:00 pm
Ponderosa High School 530-677-2281 ext. 2226 or 2225	June 3 – June 13, and July 15 – Aug 1 8:00 am – 3:00 pm	June 3 - June 4, June 24 - June 27, and July 15 – Aug 1 8:00 am – 12:30 pm online only or by appointment kmeinz@eduhd.k12.ca.us	May 28 – Aug 1 8:00 am – 4:00 pm
Union Mine High School 530-621-4003 ext. 4215 or 4210	June 3 – June 13, and July 15 – Aug 1 8:00 am – 4:00 pm	June 3 – June 27, and July 15 – Aug 1 online only or by appointment efechter@eduhd.k12.ca.us	May 28 – Aug 1 8:00 am – 4:00 pm
Independence High School 530-622-7090 ext. 7100 or 7132	June 3 – June 13, and July 15 – Aug 1 8:00 am – 3:00 pm	June 3 – June 13, and July 15 – Aug 1 8:00 am – 3:00 pm rjanes@eduhd.k12.ca.us	May 28 – Aug 1 8:00 am – 4:00 pm
Pacific Crest Academy 530-622-6212 ext. 7001	June 3 – June 13, and July 15 – Aug 1 8:00 am – 3:30 pm	June 3 – June 13, and July 15 – Aug 1 8:00 am – 3:30 pm jcain@eduhd.k12.ca.us	May 28 – Aug 1 8:00 am – 4:00 pm
Independent Study Programs	Please obtain a work permit from the counseling department of your home school.	Please obtain a work permit from the administration office of your home school.	May 28 – Aug 1 8:00 am – 4:00 pm

All offices are closed on Fridays from June 7, 2024, through July 26, 2024.

Additionally, all offices will be closed for federal holidays on June 19, 2024, & July 4, 2024.

Students must present a completed *Statement of Intent to Employ Minor and Request for Work Permit* form #B1-1 to obtain their work permit. This form is available at all school sites, the District Office, or online at www.eduhd.k12.ca.us. If you have any questions, please contact your Counseling Office, or the Student Services and Innovation Department at the District Office, 530-622-5081 ext. 7224.