

Union Area Middle-High School

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DAVID M. NERTI - Middle/High School Principal

Request for a part-time attendance schedule for purpose of part-time employment

The Pennsylvania Department of Education permits a 12th grade student to qualify for graduation by attending a public school part-time when lawfully employed part-time. Union Area Middle/High School has the following regulation/procedure that must be followed in order for a student to participate in this program.

Student's name

Address

Did you secure working papers?

Yes _____ No _____ If yes, write working paper permit number _____

Place of employment/address _____

Immediate supervisor and telephone number _____

Type of work: _____

Proposed work schedule : _____

TO THE EMPLOYER: The above student is a senior at Union Area Middle/High School and is requesting a schedule change so as to permit him/her to leave school early to work part-time at your business. If this is the case please sign below.

Employer _____

TO THE PARENTS: Your son/daughter has requested permission to change his/her school schedule so as to work part-time. If you permit him/her to be excused early, please indicate by signing below.

Parent _____

TO THE STUDENT APPLICANT: Please be advised that your permission for early dismissal for purposes of working part-time will be revoked if you do not maintain a passing grade in all of your scheduled school subjects, have good attendance and follow the code of conduct outlined in your parent/student handbook. Please sign if you agree.

Student _____

Approved on _____ by:

Guidance Counselor _____ Principal _____