

Ewing High School
To obtain working papers

Working Papers are required for any minor working in the State of New Jersey. Any New Jersey minor seeking employment outside of the state must obtain working papers from the respective state. If you are working within the State of New Jersey you will need the A300 combined certification form (working papers), available at the Guidance Office of Ewing High School, 900 Parkway Avenue, Ewing, New Jersey.

New Jersey Department of Education/A300 Combined Certification Form, Working Papers Procedures to complete:

Section A **PERSONAL INFORMATION**

This section is to be completed by minor.

Section B **EMPLOYMENT INFORMATION**

This section is to be completed by the employer.

SIGNATURE OF PARENT

This section is to be signed by the parent.

Section C **PHYSICIAN'S CERTIFICATION**

This section is to be completed by a licensed physician. Please note that physicals are no longer available at Ewing High School due to new State regulations. (9/02)

Section D **PROOF OF AGE**

Proof of age is required by the State. Document must be valid for one full year. The following documents are acceptable: Birth Certificate, Passport, and Baptismal Certificate.

Section E **AGE CERTIFICATE**

Disregard this section.

Section F **SCHOOL RECORD**

This section must be completed by the school, which the minor attends. This is not necessary for summer employment.

Section G **ISSUING OFFICER CERTIFICATION**

The Issuing Officer will complete this section at Ewing High School's Guidance Office.

PLEASE NOTE THAT MINOR MUST SIGN WORKING PAPERS IN THE PRESENCE OF THE ISSUING OFFICER. THIS IS REQUIRED BY THE STATE.

Any questions please call the Ewing High School Guidance Office at (609) 538-9800 Extension 2111.