



WORKING PAPERS ARE GRADUATING



AS OF JUNE 1, teens get working papers online at
MYWORKINGPAPERS.NJ.GOV



Working Papers for Minors Goes Digital on June 1, 2023

All New Jersey minors are required to have working papers as a condition of employment, the New Jersey Department of Labor and Workforce Development announced in [an advisory](#).

<https://www.nj.gov/education/broadcasts/2023/may/10/WorkingPapersforMinorsGoesDigitalonJune1.pdf>.

A new law — [A-4222](https://www.njleg.state.nj.us/bill-search/2022/A4222) (<https://www.njleg.state.nj.us/bill-search/2022/A4222>)— effective June 1, 2023, significantly changes how minors get working papers and switches oversight and administration to the NJDOL.

NJDOL wants to be sure every school official, minor, parent and employer knows about the new process, so that no one experiences a delay in obtaining working papers.

The department has created a [social media kit](https://nj.gov/labor/youngworkers/find-a-job/working-papers/getstarted.shtml) (<https://nj.gov/labor/youngworkers/find-a-job/working-papers/getstarted.shtml>) containing 11×17 color posters that can be downloaded and printed to post at schools – the kit also includes social media graphics sized for posting on Instagram and Facebook.

The new process can be accessed [online](https://MyWorkingPapers.nj.gov) (<https://MyWorkingPapers.nj.gov>). Here is how the process works:

1. Minors and their employers each go to MyWorkingPapers.nj.gov to start.
2. The employer is emailed a unique eight-digit code they share with every minor they hire.
3. The minor fills out their working papers application online, entering the employer's unique eight-digit code. The minor adds their caregiver's name and email address.
4. The employer is emailed when a minor applies for working papers using the unique eight-digit code assigned to their business. The employer clicks the link in the email to add job duties and hours and give their OK.
5. The caregiver is emailed that a working papers application has been started by a minor in their care. The caregiver clicks the link in the email to give their OK and provide the minor's proof of age.
6. The minor and their employer each receive an email when the caregiver takes action on the working papers application.
7. The minor can begin working — unless they receive an email rejecting their application. (Notification of approval/rejection can be expected within 24 hours of the caregiver taking action.)

The new process gives NJDOL the opportunity to reach minors and their caregivers about [career services](https://www.nj.gov/labor/career-services/) (<https://www.nj.gov/labor/career-services/>), [apprenticeship opportunities](https://www.nj.gov/labor/career-services/apprenticeship/) (<https://www.nj.gov/labor/career-services/apprenticeship/>) and their [work rights](https://www.nj.gov/labor/worker-protections/myworkrights/youngworkers.shtml?open=wages) (<https://www.nj.gov/labor/worker-protections/myworkrights/youngworkers.shtml?open=wages>).

NJDOL has developed a suite of online information and services for young
(<https://www.nj.gov/labor/youngworkers/workers> (<https://www.nj.gov/labor/youngworkers/>)).

It contains information about how to write a resume, develop interviewing skills and find a job. The site also contains a section on vocational rehabilitation (<https://www.nj.gov/labor/career-services/special-services/individuals-with-disabilities/>), employment and the protections and rights (<https://www.nj.gov/labor/worker-protections/myworkrights/>); minors are entitled to under child labor laws. Upcoming job fairs (<https://www.nj.gov/labor/career-services/job-search/job-fairs-recruitments/>) are also covered.

To learn more, visit MyWorkingPapers.nj.gov (<https://nj.gov/labor/youngworkers/find-a-job/working-papers/getstarted.shtml>).

To get working papers before June 1, visit NJDOL's young worker hub (<https://nj.gov/labor/youngworkers/find-a-job/working-papers/>) to get the paper form.

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Quick Links

Mission Statement

The New Jersey School Boards Association, a federation of boards of education, provides training, advocacy and support to advance public education and promote the achievement of all students through effective governance.

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