

How to obtain a Massachusetts Employment Permit (for 14-17 year olds)

If you want to get a job in Massachusetts and you are under 18 years of age, you must obtain a Massachusetts Employment Permit. There are different requirements for obtaining the permit depending on your age.

1. Obtain a job offer
2. Print out the Massachusetts Employment Permit Application from the FHS website, and have your future employer fill out the “Promise of Employment” section. Then have them sign the top box on the back of the page
3. If you are **below 16 years old** you must have your **physician** and **your parent/guardian sign** the back of your application. Anyone 16 or older can leave those sections blank.
4. Bring your completed and signed Employment Application to the FHS front reception desk (Lou). If you are a Franklin High School student, you do not need to provide a birth certificate. We have all of your information in our electronic files. If you are NOT an FHS student, you will need to show your birth certificate as proof of age.
5. Your Employment Permit will be processed. You can pick up the completed permit from the reception desk.
6. Information about Massachusetts Labor Laws and age specific working hours are included in the Employment Application (pages 3-5). You may print these out for your reference.