

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 Office** at each school site. When the Counseling Office 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 Office Monday-Thursday	Option #2: School's Administration 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	May 26 – June 11, and July 13 – August 7 8:00 am – 3:30 pm	May 26 – June 18, and July 13 – August 7 8:00 am – 4:00 pm sdhillon@eduhd.k12.ca.us	June 1 – July 31 8:00 am – 4:00 pm mwheeler@eduhd.net
Oak Ridge High School 916-933-6980 ext. 3050 or 3054	May 26 – June 17, and July 13 – August 7 8:00 am – 3:30 pm	May 26 – May 29, and June 8 – August 7 8:00 am – 3:00 pm sphillips@eduhd.k12.ca.us	June 1 – July 31 8:00 am – 4:00 pm mwheeler@eduhd.net
Ponderosa High School 530-677-2281 ext. 2226 or 2225	May 26 – June 17, and July 13 – August 7 8:00 am – 3:30 pm	June 10 – July 1, and July 13 – August 7 8:00 am – 12:00 pm Online Only in Afternoon kmeinz@eduhd.k12.ca.us	June 1 – July 31 8:00 am – 4:00 pm mwheeler@eduhd.net
Union Mine High School 530-621-4003 ext. 4215 or 4210	May 26 – June 17, and July 13 – August 7 8:00 am – 3:30 pm	May 26 – June 11, and June 23 – August 7 8:00 am – 3:00 pm efechter@eduhd.k12.ca.us	June 1 – July 31 8:00 am – 4:00 pm mwheeler@eduhd.net
Independence High School 530-622-7090 ext. 7100 or 7132	May 26 – June 17, and July 13 – August 7 8:00 am – 3:30 pm	May 26 – June 17, and July 13 – August 7 7:30 am – 3:30 pm rjanes@eduhd.k12.ca.us	June 1 – July 31 8:00 am – 4:00 pm mwheeler@eduhd.net
Pacific Crest Academy 530-622-6212 ext. 7001	May 26 – June 11, and July 13 – August 7 8:00 am – 3:30 pm	May 26 – June 11 8:00 am – 4:00 pm jcain@eduhd.k12.ca.us	June 1 – July 31 8:00 am – 4:00 pm mwheeler@eduhd.net
Independent Study Programs	Please obtain a work permit from the counseling office of your home school.	Please obtain a work permit from the administration office of your home school.	June 1 – July 31 8:00 am – 4:00 pm mwheeler@eduhd.net

All offices are closed on Fridays from June 5, 2026, through July 31, 2026.

Additionally, all offices will be closed in observance of federal holidays on Thursday, June 18, 2026 & Thursday, July 2, 2026.

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 <https://www.eduhd.k12.ca.us/>.

If you have any questions, please contact your School's Counseling Office, School's Administration Office, or the Student Services and Innovation Department at the District Office, 530-622-5081 ext. 7224.