Record of School Attendance

To accompany work permit applications of minors aged 14 and 15

The Commonwealth of Massachusetts requires proof that students who are applying for a work permit and are between the ages of 14 and 15 are actively enrolled in school. Please fill out the following information for that person. The principal or designee of the student's current school (or the school last attended, if appropriate) should complete this form. This information is a requirement of Massachusetts Law (G.L. 149, 87, 88.)

Date of application for this record: _____

Student's Personal Information
Name: _____
Date of Birth: _____
Address: _____

Student's School Information
Current School *(or school last attended if application is made during summer transition):* _____
Address: _____
Current Grade: _____
Last Grade Completed: _____

Student's Attendance Record Information
List the number of school days the student has attended over the course of the past 12 months**.**
Please indicate the days numerically and note that the number represents attendance over the past 12 calendar months until the date preceding the date of application for this record. _____

List the number of school days the student has attended since turning 13 years of age.
*At least 130 days are required by law.*_____

The forgoing information is in accordance with the facts as shown on the records of this school.

Signature of Principal or Designee: _____

Please print your name here: _____ Date: _____

This application record has been adapted from The Commonwealth of Massachusetts Executive Office of Labor and Workforce Development Department of Labor Standards for use by Springfield Public Schools.