

Fahey Schultz Burzych Rhodes

EXPERT COUNSEL  REAL SOLUTIONS

Hiring Youth Employees Fact Sheet

Don't forget there are rules about what minors can do for work!

But first thing's first: **do not ever employ anyone under the age of 18 unless they present you with a valid work permit.** You must have a completed work permit on file **before** a minor can begin work. (The form of the work permit varies based on age of minor)

Minors 14 and 15 years of age:

- MAY NOT work more than 18 hours during the school week, or 40 hours in a non-school week.
- MAY NOT work more than 6 days in a workweek, 10 hours in a day, or a weekly average of 8 hours per day.*
- MAY NOT be employed during the hours they are required to attend school, either online or in person.
- MAY NOT work before 7:00 a.m. or past 7:00 p.m., while school is in session. This includes weekends while school is in session.
- MAY work from 7:00 a.m. until 9:00 p.m. during school summer vacation (June 1 - Labor Day).
- MAY NOT work more than 5 hours continuously without a documented 30-minute uninterrupted meal or rest period.
- The work permit must:
 - o clearly indicate the minor is under 16 years of age; and
 - o be formatted and printed in *landscape orientation*.

** *Employers subject to the federal FLSA cannot allow minors 14 and 15 years old to work more*

than 3 hours on a school day, 8 hours per day when school is not in session, more than 18 hours per workweek when school is in session, or 40 hours per workweek when school is not in session.

Minors 16 and 17 years of age:

- MAY NOT work more than 24 hours during the school week, or 48 hours in a non-school week.
- MAY NOT work more than 6 days in a workweek, 10 hours in a day, or a weekly average of 8 hours per day.
- MAY NOT be employed during the hours they are required to attend school, either online or in person.
- MAY NOT work before 6:00 a.m. or past 10:30 p.m., Sunday to Thursday or past 11:30 p.m. on Friday and Saturday, during school vacation periods that are at least 7 days long, or when they are not enrolled in school.
- MAY NOT work more than 5 hours continuously without a documented 30-minute uninterrupted meal or rest period.
- The work permit must be formatted and printed in *portrait orientation*.

Home-schooled minors:

- Minors who are homeschooled will be issued a work permit by the state of Michigan issuing officer of the school district, intermediate school district, public school academy, or nonpublic school in which the minor's residence or prospective employer is located.
- School hours are determined by the local public school in the area where the minor is residing while employed - this is true even if the minor does not attend the public school (i.e., attends a private school or is home schooled).
- Homeschooled minors MAY NOT work during the day while school is in session. They must follow the same school hours and rules as their local school district.
- A letter from a home-schooled minor's parents stating the minor may work more hours or different hours approved by their local school district DOES NOT supersede child labor laws.

Establishments Manufacturing, Distributing or Selling Alcohol:

- Minors MAY NOT sell or serve alcohol.

- Minors MAY NOT work in an establishment where alcohol sales are 50% or more of total sales.
- If the sale of food or other goods constitutes 50% or more of the total sales, the establishment may employ minors, **but**, minors 14 and 15 years cannot work in, or about, or in connection with that part of the establishment where alcohol is consumed or sold for consumption on the premises.

******If you have any questions about hiring minors, you can visit www.michigan.gov/wagehour or call 855-464-9243 (855-4MI-WAGE). You can also visit <https://www.michigan.gov/leo/bureaus-agencies/ber/wage-and-hour/work-permits> for more information and printable work permits.******