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To: BOCES District Superintendents
Superintendents of Public School Districts
Principals of Public Schools
Principals of Private Schools
Charter School Leaders
School Counselors
School Nurses

From: Kathleen R. DeCataldo

Subject: Updated AT-17 Application for Employment Certificate and AT-22 Application for Employment Permit (Working Papers)

The AT-17 Application for Employment Certificate and AT-22 Application for Employment Permit Forms have been updated and are available for download from the Office of Student Support Services' [Working Papers – Employment of Minors website](#). The updates serve to provide additional guidance regarding persons authorized to provide a Certificate of Physical Fitness for minors applying for Employment Certificates or Permits (Working Papers). Please share this memo with all staff involved with the issuance of Working Papers.

The Certificate of Physical Fitness required to obtain working papers must be authorized by a school or private physician, physician's assistant, or nurse practitioner authorized to practice in New York State. [Education Law Article 131, Section 6526](#) lists exempted physicians authorized to practice in the state without a NYS license. [Education Law Article 139 section 6908\(f\)](#) lists exempted persons authorized to practice nursing (inclusive of nurse practitioners) in the state without a NYS license.

The Applications have been updated to clarify this requirement. If you have questions or concerns, please contact Student Support Services at (518) 486-6090 or StudentSupportServices@nysed.gov.