



Oregon Bureau of Labor and Industries

Wage & Hour Division

Child Labor Unit

Student Learner Agreement

This student learner agreement is made between the employer, learning institution, student and student's parent or legal guardian to ensure the student is provided a safe working experience.

Wage and hour laws provide limited exemptions to certain restrictions on work activities for student learners age 16 and 17.

NOTE: Fourteen- and 15-year-old employees may not work in any of the hazardous occupations orders under any circumstances. Exemptions to the orders (for 16 and 17 year old student learners) are applicable only to the specific orders listed above.

Under this agreement, the student learner may perform hazardous work which is part of their training but not part of their regular duties under the following [Hazardous Occupations \(HO\) orders](#):

- Power Driven Woodworking Machines (HO 5)
- Metalworking Machinery (HO 8)
- Meat Cutting or Packing (HO 10)
- Power Driven Paper Products Machinery (HO 12)
- Use of Circular Saws or Band Saws (HO 14)
- Roofing (HO 16)
- Excavation (HO 17)

The written agreement must contain the name of student-learner and be signed by the employer and the school coordinator or principal. Both the school and the employer need to keep copies of each agreement on file.

Prior to the minor performing work under the student-learner agreement, the employer must submit an application and receive an Annual Employment Certificate to employ the minor. In the description of duties section of the application, the employer must indicate the work is subject to a student-learner agreement.



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The undersigned attest to the following:

The student learner is enrolled in a course of study and training in a cooperative vocational training program under a recognized State or local educational authority or in a course of study in a substantially similar program conducted by a private school AND

- The work of the student-learner in the occupations declared particularly hazardous shall be incidental to their training
- Such work shall be intermittent and for short periods of time, and under the direct and close supervision of a qualified and experienced person
- Safety instructions shall be given by the school and correlated by the employer with on-the-job training AND
- A schedule of organized and progressive work processes to be performed on the job shall have been prepared.

Parties:

Student Name & SID: _____

Student Date of Birth: _____

Student Address: _____

School Contact: _____ Phone Number: _____

Employer Name: _____ Phone Number: _____

Immediate Supervisor: _____ Phone Number: _____

Signatures:

Student: _____

Parent / Guardian: _____

Employer: _____

School Contact: _____

Employers must obtain and post an [Annual Employment Certificate](#) in a conspicuous area viewable by all employees.

Both the employer and school should also maintain:

- Curriculum-Job Alignment Documents
- Verification of employer worker's compensation
- Verification of liability insurance