



## *Cherry Hill Public Schools*

Cherry Hill West High School  
2101 Chapel Avenue  
Cherry Hill, NJ 08002  
(856) 663-8006  
Dr. Toni Damon, Principal

September 15, 2021

To Whom It May Concern,

Student (CH West) has a half day schedule through Cherry Hill High School West. Students who have a half day schedule can work part-time, complete an internship, or take jump-start college classes. Student (CH West) has opted to work at your place of employment during the 2021-2022 school year. Students under the age of 18 must obtain working papers from the Guidance Office. Section B of the working papers must be completed by you, the employer, before we certify them. Once the student's working papers are complete, the student will provide you a copy and they can begin working as scheduled. Should you have any questions please feel free to contact me with the information below.

Sincerely,

Melissa Franzosi  
School Counselor  
Cherry Hill High School West  
2101 Chapel Avenue  
Cherry Hill, NJ 08002  
(856) 663-8006 x1246  
[mfranzosi@chclc.org](mailto:mfranzosi@chclc.org)

