

Volunteer Appointment Form

Name

First and Last name

Middle

Citizenship Status (Required): **Citizen:** Yes No **Visa Status (if applicable):**

UC Student Status (please check)

Registered Not Registered
 Undergraduate Graduate

List any near relatives who are UCSD

employees:

Are you currently on UCSD pay status?

Yes No

Sex: Male Female

Date of Birth:

I am volunteering my services to the University of California, San Diego for the purpose of _____ solely for my personal reasons or benefit without promise or expectation of compensation or University benefits. My volunteer services will not be performed in my regular department or in connection with regular duties, and I understand that I will not displace a regular status employee.

Volunteer's Signature _____

_____ To Be Filled Out By Department Only _____

Begin Date _____ / End Date _____ Number of Hours Per Week: _____

Home Dept Unit Code _____ Home Dept Name _____

Department Contact _____ Telephone _____ Email _____

Supervisor: _____

_____ Departmental Authorization Signature

_____ Date

Describe all volunteer responsibilities:

Describe the training and orientation that the volunteer will receive:

Dept. Request Reviewed by HR

HR Approval