

**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