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| --- | --- |
| University of California, Riverside | A blue text on a black background  Description automatically generated |
| UCR Campus Policy — Volunteer (without salary) Appointments — (650-85) |
|  |
|  |
| Volunteer Registration Form |
| This section is to be completed by the volunteer. |
| **Name**: |   | **Home Phone**: |   |
| **Address**: |   | **Work Phone**: |   |
| **City:** |   | **State:** |   | **Zip code:** |   |
|  |
| **Are you over 18 years of age:** | [ ]  **Yes** [ ]  **No** | **Student Status:** | [ ]  **Not Applicable** [ ]  **Undergraduate** [ ]  **Graduate** |
| **If student, name of school:** |   |
| **Is work performed related to coursework at that school?** | **☐ Yes ☐ No** |
| **Emergency Contact:** |   | **Phone (day):** |   | **Phone (evening):** |   |
|  |
| This volunteer appointment may be subject to a background check. Any convictions will be evaluated to determine if they directly relate to the responsibilities and requirements of the position. Having a conviction history will not automatically disqualify a volunteer from being considered. |
|  |
| **Signature Of Volunteer:** |  | **Date**: |   |
| **Witness:** |  | **Date**: |   |
| This section is to be completed by the departmental/unit supervisor or Research Director. |
| **Department:** |   |
| **Work Location:** |   | **Work Phone**: |   |
| **Supervisor:** |   | **Extension**: |   |
|  |
| **Supervisor:**  | **Duration of Employment (MM/DD/YY):** |
| **Beginning**: |   |
| **Work Schedule:** |   | **Ending**: |   |
|  |
| **Loyalty Oath Signature:** |   | **Date**: |   |
| **Patent Agreement Signature Witnessed:** |   | **Date**: |   |
| **Signature of Department Head or designee:** |   | **Date**: |   |
| **Title:** |   |

**Distribution** (Retention: 3 years)

Department/Service Center: Original

Volunteer, Organizational Unit: Copy

In addition, a copy should be sent to Workers’ Compensation Unit for all Volunteers in TC 9900