

WEST HILLS COMMUNITY COLLEGE DISTRICT

Application for Volunteer Service

(please type or print)

Instructions

- Attach: 1. Completed Non-Academic Application
2. Copy of Identification
3. Finger Print Card (See Human Resources Dept.)

Today's Date _____

I, _____ name of volunteer hereby request permission to volunteer my services in
program _____ location of dept. and my volunteer assignments will be as a _____ job title
from _____ date to _____ date)

It is my understanding that I am volunteering my services under the following conditions:

- 1. The West Hills Community College District is responsible and liable for injuries which may incur while performing volunteer services.
2. My services will be rendered without pay from West Hills Community College District.
3. During the period of my volunteer services, I will not accrue any right to temporary, probationary permanent, or contract employment.
4. My duties will be performed under the guidance and supervision of at least one of the full-time and/or part-time academic or classified staff members at West Hills College.

Signed _____ volunteer

Address _____ street

_____ phone number

_____ city zip

_____ social security #

It is my recommendation that the above request be honored.

_____ Supervisor

_____ Date

_____ Dean

_____ Date

_____ Human Resources

_____ Date

_____ Business Office

_____ Date

White Dir. H.R.
Canary Supervisor
Pink Volunteer