



MICHIGAN TECHNOLOGICAL UNIVERSITY
VOLUNTEER APPLICATION

GENERAL

Date: _____

Name: _____
(Last) (First) (Middle)

Address: _____

Phone: _____
(Cell #) (Home/Alternate #)

Are you a Michigan Tech student? _____ No _____ Yes
If Yes: _____ Undergraduate _____ Graduate M# _____

Graduate Students should have permission of their advisor, department chair or the graduate program director, and if supported, by the Principal Investigator for the funding that they are receiving. Graduate students should be cautioned that volunteer work or other work that interferes with their ability to make continual good progress toward their degree risk having their financial support terminated and/or becoming subject to academic sanction. Graduate students who receive financial aid (e.g. GRA, GTA and others) must not let their volunteer activities interfere with either their academic progress or the duties for which they are receiving support.

Have you ever been convicted of any criminal offense other than minor traffic violations?
_____ Yes _____ No

If Yes, please explain. A criminal conviction will be considered only in relation to the volunteer service for which you are applying. Seriousness and nature of offense, time elapsed, and rehabilitation will be taken into account.

VOLUNTEER DUTIES

List Volunteer Duties:

Specialized Skills Expected from this University Volunteer:

Date Available: From _____ to _____

How many hours per week you anticipate volunteering _____

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EDUCATION AND TRAINING

Please list any relevant education and training, skills, experience you have:

EMERGENCY CONTACT

Name	Address	Phone #
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I certify that all statements in this application are true. I also agree that if I am accepted as a volunteer, I will abide by all regulations of Michigan Technological University.

(Signature)

(Date)

DEPARTMENT RESPONSIBILITIES

It is the responsibility of the individual unit to ensure that volunteers are aware of the unit's rules and regulations and comply with them. Volunteers must have the necessary training and/or supervision to safely carry out volunteer work. Depending on the particular function performed, the volunteer must meet appropriate license requirements and have a good driving record. Michigan Tech departments must keep records of volunteer names, dates of service(s), and services performed. Departments or units are responsible for proper screening, engagement, and training of volunteers.

DEPARTMENT MUST COMPLETE:

Will any of the following be present during this voluntary service?

Infectious materials (bacteria, viruses, human blood, etc)	Yes	No
Chemicals	Yes	No
Contact with Minors	Yes	No
University Computer Access	Yes	No
After Hours Building Access	Yes	No
Driving University Vehicle	Yes	No

If Yes was answered to any of the above, the department must contact the appropriate individuals listed below to schedule training associated with each of the above activities.

Biosafety – David Dixon, Biosafety Officer, 487-2131, dcdixon@mtu.edu

Chemical Safety – Jeff Lewin, Chemical Safety Officer, 487-3153, jclewin@mtu.edu

Contact with Minors – Brian Cadwell, Chief of Public Safety & Police Services, 487-2216, bjcadwel@mtu.edu

Computer Access – Dave Hale, Chief Information Security Officer, 487-1727, ddh@mtu.edu

Building Access – Brian Cadwell, Chief of Public Safety & Police Services, 487-2216, bjcadwel@mtu.edu

Driving University Vehicles – Janet Hayden, Director of Risk Management, 487-2267, jkhayden@mtu.edu

