

## VOLUNTEER IDENTIFICATION FORM

### VOLUNTEER INFORMATION

Volunteer's Name (Last, First, Middle Initial)

Street Address

City

State Zip Code

Phone Number:

( )

Are you under the age of 18?  Yes  No

If yes, please provide your date of birth:

Are you receiving academic credit for volunteering?

Yes  No

Are you a CPP:  Student  Staff  Faculty  No Affiliation

### EMERGENCY CONTACT INFORMATION

Emergency Contact Name:

(Relationship)

Emergency Contact Phone #:

( )

### DESCRIPTION OF VOLUNTEER SERVICE

Campus Department:

Supervisor's Name (Please print):

Supervisor's Contact Information:

Ext.: Email

Volunteer Start Date :

Volunteer End Date: **NOT to Exceed 1 Year**

Assignments and Summary of Duties:

Need to drive a vehicle on University business?  Yes  No

Need to travel on University business?  Yes  No

**REQUIRED MANDATED REPORTER:** ALL CSU Volunteers are designated as Mandated Reporters for the California Child Abuse and Neglect Reporting Act, CANRA. **The Limited Reporter form (Attachment C) <http://www.calstate.edu/eo/EO-1083-rev-7-21-17-Attachment-C.pdf> must be signed and attached to this Volunteer Form prior to beginning volunteer service.** Completed, signed forms are retained in the College or Department Office for 4 years from last date of service. Forms may be saved electronically.

**BACKGROUND CHECKS: Will Volunteer have regular and/or direct contact with minors?**  Yes  No

If yes, a Background Check will be required. See the Risk Management [Volunteers](#) website for further information. If a Background Check is required, the process must be reviewed/approved prior to the beginning of volunteer service.

### ACKNOWLEDGEMENT

This is to acknowledge that I desire to volunteer my services, performing duties similar to those listed above and that services rendered by me will be at the direction of the above named supervisor. I will not be compensated for these services. Further, I understand that I serve at the pleasure of my supervisor. I understand and acknowledge that all CSU Volunteers are Mandated Reporters and are required to sign the Mandated Reporter form.

\_\_\_\_\_  
*Signature of Volunteer*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Supervisor or Department Chair's Signature*

\_\_\_\_\_  
*Print Name*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*College Dean or HEERA Manager's Signature*

\_\_\_\_\_  
*Print Name*

\_\_\_\_\_  
*Date*