

## Adjunct Faculty Handbook Employee Acknowledgement

I acknowledge that I have received a copy of the Adjunct Faculty Handbook for Saint Elizabeth University. I understand that the Adjunct Faculty Handbook sets forth the terms and conditions of my employment as an at-will employee. I accept my personal responsibility for familiarizing myself with the duties, responsibilities, and obligations of employment.

I will seek verification or clarification of its terms or guidelines from the Office of Human Resources or my immediate supervisor when necessary. I accept responsibility to read and adhere to all University policies contained in the Adjunct Faculty Handbook.

The information in this document is subject to change following its issuance due to changes in statutes, regulations, or policies subsequent to its effective date.

Signing below signifies that the Employee agrees to the terms and conditions of the Acknowledgement as stated above.

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

Employee Signature \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_