

**3/Types of Appointments  
Staff Volunteer Appointment**

**STAFF VOLUNTEER APPOINTMENT FORM**

**SECTION I** (To be completed by the department)

Date Prepared: \_\_\_\_\_

Name \_\_\_\_\_  
Last First Middle

Begin Date \_\_\_\_\_/End Date \_\_\_\_\_

Home Department Code 000245

Home Department Name Marine Physical Lab.

Mail Code: 0213

Department Contact Heather Fryling Telephone 534-7906

Please check as appropriate: Citizen ☐ Yes ☐ No

Social Security No. \_\_\_\_\_

UC Student Status (please check):

- ☐ Registered  
☐ Not Registered  
☐ Undergraduate  
☐ Graduate  
☐ Not Registered/  
Degree Candidate  
☐ Candidate

Are you currently on UCSD pay status?  
☐ Yes ☐ No

If yes, please check one of the following:

- ☐ Career ☐ Limited  
☐ Contract ☐ Student

Title: **Volunteer** Title Code: **9900/Without Salary**

Explanation of changes/comments:

**SECTION II** (To be completed by the volunteer)

I am volunteering my services to the University of California, San Diego for the purpose of \_\_\_\_\_

\_\_\_\_\_ in the Marine Physical Laboratory Department solely for my personal reasons or benefit without promise or expectation of compensation or University benefits. My volunteer services will not be performed in my regular department or in connection with regular duties, and I understand that I will not displace a regular status employee

Volunteer Employee's Signature \_\_\_\_\_

\_\_\_\_\_ Date

Heather Fryling

Departmental Authorization Signature \_\_\_\_\_

\_\_\_\_\_ Date

Heather Fryling

Prepared by \_\_\_\_\_

0213 858-534-7906

Mail Code Telephone

Please forward the original and one copy of this form to the Human Resources Department, Records Unit, at mail code 0922 for review and authorization. The Records Unit will return an approved copy of the Staff Volunteer Appointment Form to the department.

Human Resources Records Unit Signature \_\_\_\_\_

\_\_\_\_\_ Date

Effective Date: May 1, 1997

Revised Date: July 1, 2002