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| |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | | **APPOINTING DEPARTMENT SECTION** | | | | | | | | | | Unpaid Volunteer, Guest Researcher, Intern, Visiting Scholar Name | | |  | | Proposed Activity: | UNPAID | | | | Volunteer  Guest Researcher | Intern  Visiting Scholar | | | Department Name | |  | | | | | | | | Organization Code |  | | | Is Volunteer, Guest Researcher, Intern, Visiting Scholar under the age of 18? *(If yes, parent or guardian must sign below)* | | | | Yes   No | | Description of Volunteer’s/ Intern’s Activity of Service | | | *(This description must match that on the Unpaid Volunteer, Guest Researcher, Intern, and Visiting Scholar Application Form)* | | | | | | |  | | | | | | |  | | | | | | | | | | | | | |
| **UNPAID VOLUNTEER, GUEST RESEARCHER, INTERN, AND VISITING SCHOLAR SECTION** | | | | |
| **INSTRUCTIONS:** *North Carolina Central University’s (NCCU) mission and goals involve an array of teaching, research, and public service endeavors. You play a vital role, as an unpaid volunteer, guest researcher, intern, or visiting scholar, in supporting our mission and goals while achieving personally rewarding experience. Insurance and university risk management requires that you read and agree to the terms below as a condition of being a volunteer or intern. The term NCCU is North Carolina Central University (along with the university’s directors, officers, employees and agents acting on behalf of the University). “I”, “Volunteer/Intern” or “me” refers to you, the intended unpaid volunteer, guest researcher, intern, or visiting scholar. We welcome you and embrace your valuable gifts of time and support for NCCU!*  **I volunteer, guest researcher, intern, visiting hereby freely, voluntarily and without duress, execute this Release of Liability under the following terms:** | | | | |
| 1. I understand and agree that my appointment as an unpaid volunteer, guest researcher, intern, or visiting scholar is in no way an offer of or employment by NCCU and that I shall not receive, nor be entitled to receive, any compensation, reimbursement or remuneration for my services from NCCU. I further agree to release NCCU from any and all claims to compensation, reimbursement or remuneration related to my service as a unpaid volunteer, unpaid guest researcher or unpaid intern. I also understand and agree that at no time will I be considered or deemed to be an agent or employee of NCCU. 2. I understand that as an NCCU unpaid volunteer, guest researcher, intern, or visiting scholar, NCCU does not provide me with accident or medical insurance and is therefore not responsible for any accident or medical expenses incurred by me. Further I understand that I am not entitled to employee benefits including worker’s compensation coverage as a result of my affiliation with NCCU as either an unpaid volunteer, unpaid guest Researcher, or unpaid intern. 3. I agree as an NCCU unpaid volunteer, guest researcher, intern, or visiting scholar to conduct myself in accordance with NCCU Volunteer Code of Conduct; following the supervision and direction of the NCCU employee(s) to whom I have been assigned to perform my services and activities. 4. I understand that as an NCCU unpaid volunteer, guest researcher, intern, or visiting scholar, I must conform to all federal, state and University policies and procedures, including but not limited to all regulations concerning responsible conduct of research, misconduct of science, laboratory safety, protection of human subjects, and animal care and use. 5. I understand that during my service as an NCCU unpaid volunteer, guest researcher, intern, or visiting scholar, I may have access to, or observe, certain information that is proprietary to NCCU and I hereby agree not to disclose, discuss or reveal any such information to parties outside of NCCU and to keep any University records or files confidential. 6. As an NCCU unpaid volunteer or unpaid intern, I understand that anything I may create including but not limited to inventions during my assignment shall belong to the University and I hereby assign all my rights and interests in and to such creations to NCCU. Please initial this provision if your assignment will be as a volunteer. ­­\_\_\_\_\_\_\_ 7. As an NCCU guest researcher or visiting scholar, I understand that I must identify and report to NCCU prior to the start of my assignment any intellectual property rights or obligations that exist at my home institution or organization that may conflict with obligations required by NCCU. Please initial this provision if your assignment will be as a guest researcher. \_\_\_\_\_\_\_ 8. In consideration of my being allowed to serve as an NCCU unpaid volunteer, guest researcher, intern, or visiting scholar, I agree to release, indemnify and hold harmless NCCU including its present and former Trustees, officers and employees, from and against any and all losses, expenses, claims, actions, liabilities and judgments (including all attorney fees),which I, or my dependents, assigns, personal representatives, heirs or next of kin may sustain or suffer as a result of or arising out of my participation as an unpaid volunteer, guest researcher, intern, or visiting scholar, whether caused by the negligence, action or inaction of NCCU employees acting on its behalf or otherwise. 9. I also agree that I shall be fully responsible for any and all loss or damage that I inflict upon any person or upon NCCU facilities during my participation as an unpaid volunteer, unpaid guest researcher or unpaid intern, except as provided by Executive Order No. 48. 10. I have read and understood this Release of Liability for Unpaid Volunteers, Guest Researcher, Intern, or Visiting Scholar, and I do voluntarily sign said document of my own accord and as a condition of being allowed to serve as an NCCU unpaid volunteer, guest researcher, intern, or visiting scholar. I certify that all statements in this application are true. I also agree that if I am accepted as an NCCU unpaid volunteer, unpaid guest researcher or unpaid intern, I will abide by all applicable policies and regulations of NCCU. I further understand and agree that I may be dismissed from serving as an unpaid volunteer, guest researcher, intern, or visiting scholar at NCCU at any time, with or without prior notice. | | | | |
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| *Volunteer, Guest Researcher, Intern, Visiting Scholar Name Printed* |  | *Volunteer, Guest Researcher, Intern, Visiting Scholar Name* |  | *Date* |
|  |  |  |  |  |
| *Legal Guardian Name Printed [If Volunteer under 18] years of age)* |  | *Legal Guardian Signature [If Volunteer under 18] years of age)* |  | *Date* |
|  |  |  |  |  |
| *Volunteer’s/Intern’s Supervisor Name Printed* |  | *Volunteer’s/Intern’s Supervisor Signature* |  | *Date* |