



Employee Handbook Acknowledgement Form

I acknowledge that the complete Handbook is available at <http://www.skidmore.edu/hr/policies/handbooks.php>, and in the Human Resources Office, for my review. I understand that it outlines my privileges and obligations as an employee of Skidmore College.

I also understand that I am governed by the contents of the Employee Handbook and that it is my responsibility to familiarize myself with all the information in it including the Equal Employment Opportunity, Diversity, and Anti-Harassment: Policies and Procedures. http://www.skidmore.edu/hr/eoo_diversity/staff/php.

This is to acknowledge that I am receiving directions for accessing the relevant information regarding the Employee Handbook and Equal Employment Opportunity, Diversity, and Anti-Harassment policies and procedures. I understand that if I have any difficulty accessing this information on the website, I am responsible for contacting Human Resources for assistance. I understand that it is my responsibility to read and comply with the policies of Skidmore College.

Employee's Name (Please Print)

Department

Employee's Signature

Date