

Texas Woman's University University Regulation and Procedure

Regulation and Procedure Name: Volunteer Participation

**Regulation and Procedure
Number: URP: 04.450**

Policy Owner: Finance and Administration

POLICY STATEMENT

Texas Woman's University, at its discretion, may allow volunteers to participate in certain programs or activities. The decision to allow volunteers to participate will be made by the appropriate Vice President in consultation with the University General Counsel.

APPLICABILITY

This policy is applicable to TWU Guests.

DEFINITIONS

None

REGULATION AND PROCEDURE

I. TWU Volunteer Waiver of Liability and Release Form

Prior to participation in a program or activity, all volunteers must sign a TWU Volunteer Program Waiver of Liability and Release form (see next page). These forms will be maintained by the department for a period of two (2) years following the end of the volunteer period.

II. Criminal Background Check

A volunteer may be required to have a criminal background check, if they have access to money, sensitive data, or are working with children.

III. Volunteer Guidelines

While serving as a volunteer, the individual has no rights to benefits of employment with Texas Woman's University. Volunteers may not drive University-owned vehicles.

REVIEW

This policy will remain in effect and published until it is reviewed, updated, or archived. This policy is to be reviewed once every six years. Interim review may be required as a result of updates to federal and state law or regulations, Board of Regents policies, or internal processes or procedures.

REFERENCES

None

FORMS AND TOOLS

[TWU Volunteer Waiver of Liability and Release Form](#)

<p>Publication Date:</p> <p>Next Review:</p>
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Appendix A

Waiver of Liability and Release

I hereby agree that in consideration of my being permitted by Texas Woman’s University to participate as a volunteer in University programs or activities, I hereby release and forever discharge Texas Woman’s University, its Board of Regents, its members individually, and its officers, agents and employees of any and from all claims, demands, rights, and causes of action of whatever kind of nature, arising from and by reason of any and all known and unknown, and unforeseen bodily and personal injuries, damage to property, and the consequences thereof, resulting from my participation in or in any way connected with such programs and activities.

I acknowledge that participation as a volunteer does not entitle me to any rights of employment at Texas Woman’s University.

I understand that I may be subject to a criminal background check by virtue of serving as a volunteer at Texas Woman’s University.

I have read the above carefully before signing. Further, I understand this waiver of liability and release shall be effective for a period of one year from this date or for as long as I am a volunteer at TWU, whichever is longer.

The undersigned, by signing this release, hereby certifies that she/he has read and fully understands the conditions herein provided.

SIGNATURE: _____

DATE: _____

PRINT NAME: _____

SOCIAL SECURITY NUMBER: _____

HOME PHONE NUMBER: _____

WORK PHONE NUMBER: _____