



10. Selected candidate will have cash handling responsibilities. YES  NO

11. Position requires the candidate to be fingerprinted as mandatory by law. YES  NO

If you answer "YES" to either of the above statements, please submit appropriate [Background Check Package](#) via the Chargeback system.  
**NOTE: A CANDIDATE MAY NOT BEGIN UNTIL THE BACKGROUND CHECK HAS BEEN CLEARED BY HUMAN RESOURCES.**

**Confidentiality of Records:** Information contained in Student, Financial, and Human Resources records for CSUN students, employees, volunteers, alumni and certain financial records must be maintained in a confidential manner at all times. As a volunteer of an office that has access to records in computer information systems or any other source, you are required to maintain this information in a confidential manner. The unauthorized access to, modification, deletion, or disclosure of information in any such system may compromise the integrity of the system or otherwise violate individual rights of privacy, and/or constitute a criminal act. Distribution and/or reproduction of any record or information outside the intended or approved use is strictly prohibited. Illegal access or misuse of this information is punishable by fine and/or imprisonment. Further, use of computer systems are for the use of authorized users only.

I acknowledge and agree to the above Confidentiality requirements. **Please initial:** \_\_\_\_\_

This is to acknowledge that I desire to volunteer my services, performing duties similar to those listed above and that services rendered by me will be at the direction of the above- named supervisor or his/her designee. I understand and accept that I will not be compensated for volunteer service. Further, I understand that I serve at the pleasure of my supervisor. **All volunteers must also complete the [CANRA Limited Acknowledgment Form](#).**

Signature of CSUN Volunteer: \_\_\_\_\_ Print Name: \_\_\_\_\_ Date: \_\_\_\_\_

Approval of Dept. Chair/1st Level MPP \_\_\_\_\_ Print Name: \_\_\_\_\_ Date: \_\_\_\_\_