

### Volunteer Information Form

Today's Date: \_\_\_\_\_

Name: \_\_\_\_\_ Email: \_\_\_\_\_

Who will supervise this volunteer: \_\_\_\_\_ Supervisor Banner ID: \_\_\_\_\_

Signature: \_\_\_\_\_

Volunteer Full Name: \_\_\_\_\_

Volunteer Email: \_\_\_\_\_ Volunteer Phone: \_\_\_\_\_

Volunteer UNM Banner ID#/UNM NetID: \_\_\_\_\_

Office/Lab working in: \_\_\_\_\_ Lab Phone: \_\_\_\_\_

Start Date: \_\_\_\_\_ End Date: \_\_\_\_\_

Description of volunteer program:

\_\_\_\_\_  
\_\_\_\_\_

- UNM Affiliation:       Undergraduate Student:      Major: \_\_\_\_\_
- Graduate Student      Major: \_\_\_\_\_
- UNM Graduate      Year graduated: \_\_\_\_\_
- Other: \_\_\_\_\_

Non-UNM Affiliation: \_\_\_\_\_

**Will This Person Need:**

- Learning Central       Prox Card Access       Banner ID       UNM NetID

**Required Documents:**

- ✓ Volunteer Assumption of Risk and Informed Consent form
- ✓ Department EDF
- ✓ UNM Affiliate Demographic form
- ✓ Affiliate Data Entry Request if LC is needed

**ROUTING:**

- Welcome Email: \_\_\_\_\_
- Prox: \_\_\_\_\_
- HR: \_\_\_\_\_
- ListServes: \_\_\_\_\_
- EDF: \_\_\_\_\_
- Insurance: \_\_\_\_\_
- Data Entry: \_\_\_\_\_
- Position #: VOL030 - \_\_\_\_\_