

CALIFORNIA INSTITUTE OF TECHNOLOGY

MEMORANDUM OF UNDERSTANDING

Date: _____

This represents an agreement between _____ and _____ who wishes to volunteer in the _____ laboratory.

The volunteer agreement is expected to begin _____ and if all parties agree that the arrangement is working satisfactorily, will continue until _____ or whenever _____ decides he/she is no longer interested in volunteering his/her time.

The following conditions apply to this agreement:

1. _____ is volunteering his/her efforts and consequently is not obligated to work fixed or mandatory hours without his/her approval.
2. _____ may discontinue this arrangement at any time.
3. There is no obligation on Caltech's part to offer _____ regular employment (paid status) at the termination of the volunteer arrangement.
4. Caltech will maintain workers' compensation for _____ while he/she is volunteering under this agreement. No other insurance or benefits will be provided.

AGREED:

Volunteer Date

Supervising Faculty Date

APPROVED:

Division Administrator Date