

## ACKNOWLEDGMENT AND AGREEMENT

This is to acknowledge that I have received a copy of the Skidmore College Handbook (via a printed version or CD or web access). I agree to read this information carefully and to comply with the policies and procedures therein and as modified from time to time.

I understand that the Handbook contains a Drug-Free Campus Policy that I should specifically review as well as information about an Employee Assistance Program that the College makes available to employees to assist in the resolution of problems associated with the use of alcohol and drugs.

I further agree that I am responsible for reading the College's Equal Employment Opportunity and Diversity Policy located in the Employee Handbook or on the Human Resources website at: [http://cms.skidmore.edu/hr/eeo\\_diverstiy/upload/EXEMPT-NONEXEMPT-AND-UNION-EMPLOYEES.pdf](http://cms.skidmore.edu/hr/eeo_diverstiy/upload/EXEMPT-NONEXEMPT-AND-UNION-EMPLOYEES.pdf)

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Employee Name (Printed)

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Employee Signature and Date