

**Florida Institute of Technology
Institutional Advancement**

**STUDENT WORKER CONFIDENTIALITY AGREEMENT
OFFICE FOR ADVANCEMENT**

It is the policy of Florida Institute of Technology that information regarding students, alumni, faculty, staff and other constituents be considered and handled with discretion and confidentiality. This is to ensure that all FERPA policies are adhered to and that the privacy and rights of members of the Florida Institute of Technology community be respected.

As a student worker, you are required to accept responsibility for maintaining confidentiality regarding any information that may be available to you for purposes of your work and/or fulfillment of assigned tasks. This information pertains to all students, faculty or staff of Florida Institute of Technology. Therefore, we require that you sign the statement below in acknowledgment of the confidentiality you are being asked to uphold.

I, _____, agree that I will maintain the utmost and strictest confidentiality with regard to the information that I am exposed to in my employ as a student worker, whether this information be in hardcopy, electronic, audio or visual formats. I understand that should I breach this agreement, I may be subject to punitive measures up to and including termination from student employment at Florida Institute of Technology.

Student Signature

Date

Supervisor Signature

Date