

My signature below acknowledges that I received instructions on how to access human resources policies. These policies are on the website www.fit.edu/hr/policies and available through the human resources department. I understand it is my responsibility to access the policies, which describe important information about the university, and understand that I should consult the human resources department if I have questions. I have entered into employment with the university voluntarily and acknowledge that it is for no specified length of time. Accordingly, either I or the university may terminate the relationship at will, with or without cause, at any time, for any reason or no reason. I understand that these policies nor any other university policy, practice or procedure is intended to provide any contractual obligations related to continued employment, compensation or employment contract.

Since the information, policies and benefits described on Florida Tech's human resources website are necessarily subject to change, I acknowledge that revisions may occur, except to the university's application of employment-at-will. I understand that the university may change, modify, suspend, interpret or cancel, in whole or part, any of the published or unpublished personnel policies or practices, with or without notice, at its sole discretion, without giving cause or justification to any employee. Such revised information may supersede, modify or eliminate existing policies. Any written or oral statement by a supervisor or department director contrary to the personnel policies is invalid and should not be relied upon by any employee.

I understand and agree that I am responsible to read and comply with the policies contained on the human resources website and any revisions, am bound by the provisions contained therein, and that my continued employment is contingent on following those policies.

Name (*please print*) _____ Date _____

Signature _____