



**Administrative Professional Employee Acknowledgment
Of
Administrative Professional Employment Handbook
and Volumes 5 and 6 of the EOU Policy Compendium**

I have received a copy of and/or have online access to the EOU Administrative Professional Employment Handbook and Volumes 5 and 6 of the EOU Policy Compendium.

I understand that it is my obligation to understand all of the rules, policies, terms and conditions of employment and to abide by them. If I have any questions regarding these policies, I will ask my supervisor or contact the Human Resources Department.

I understand and agree that any provision of the Administrative Professional Employment Handbook may be amended or revised at any time by Eastern Oregon University with or without notice.

Print Name of Employee

Signature of Employee

Date