OLD DOMINION
UNIVERSITY

Research Foundation

HANDBOOK ACKNOWLEDGEMENT

I have been given access to Old Dominion University (ODU) Research Foundation's employee handbook, and I understand that it's my responsibility to read and abide by these policies and practices, even if I do not agree with them. I further understand that policies may be updated revised and posted on the Internet at any time; therefore, I understand that I must routinely access the electronic handbook to ensure that I'm aware of all updates and information. If I have any questions about any policies or practice, I understand that I need to ask my supervisor or contact the ODU Research Foundation's Sponsored Programs Administration Staffing Department for clarification.

This handbook is not an employment contract. I understand that all employees are at-will employees. As such, I and the ODU Research Foundation have the right to end the employment relationship at any time. The handbook may be accessed on the ODU Research Foundation's Sponsored Programs Portal at:

https://odurf.atlassian.net/servicedesk/customer/portal/62/article/569737223

To access the handbook, you will be prompted for a login, please follow these instructions:

1) Enter your ODU email address.
2) Click on 'Continue with Atlassian Account to log in'

3) Enter your ODU Midas credentials and click login. Continue with Duo login.

_____   _____
Printed Name   Signature

_____   _____
ODU Email Address   Date