

Non-Employee Associate Form

I, a Non-Employee Associate of Drexel University, require account access to Drexel University services ("Account Privileges") because I am a(n):

- Staff Volunteer/Temp Agency
 Visiting Research Professor
 Other
- Independent Contractor
 Volunteer Faculty

SECTION 1 (To be completed by Non-Employee Associate)

First Name Middle Initial Last Name

Social Security Number Gender Citizenship

Date of Birth Marital Status Race

Home Address

City State Zip Code

Home Phone

Primary Employer

Street Address

City State Zip Code

Work Phone

Are you legally eligible to work in the US for the duration of your assignment? Yes No

I understand that I am not an employee of Drexel University and therefore I am not entitled to compensation or benefits of any kind, including, but not limited to, workers' compensation, unemployment compensation or health insurance. I understand that in receiving Account Privileges, I agree to abide by all Drexel University policies and procedures relating to the Services as may be in effect from time to time. Such policies and procedures can be found at www.drexel.edu/irt/org/policies/acceptableUse.aspx and www.library.drexel.edu/about/librarypolicies.html. I further agree that any violations of Drexel University's policies or procedures shall result in the immediate revocation of my Account Privileges. I understand that my Account Privileges shall remain in force for a one year period and will be reviewed on an annual basis.

Non-Employee Associate Signature _____ Date _____

SECTION 2 (To be completed by Drexel Administrator)

Approver Name (Print) Title

Approver Signature _____

Primary Location Office Phone

Department Orgn Name Department Orgn Number

If your new Non-Employee Associate requires a DragonCard, please complete a request with the DragonCard Office. A cost center will be required. Visit www.drexel.edu/dragoncard to get started.