VOLUNTEER APPLICATION FORM

Mohawk Valley Community College's Educational Opportunity Center is one of the Federal TRIO programs designed to provide information and counseling to individuals who would like to attend college or other postsecondary training program. Our goal is to work with individuals and their families to overcome barriers and successfully reach their educational goals by offering tutoring, mentoring, career planning, preparatory seminars, financial/academic assistance, and GED referral to meet specific individual needs.

Mohawk Valley Community College (MVCC) and the Educational Opportunity Center (EOC) depend on the vast array of resources and experiences of the community to advance its educational mission. There are many ways in which you can help! Please take a moment to fill out the following form, and a staff member from the Educational Opportunity Center will be in touch with you.

BASIC INFORMATION

Name:						
Home Phone:		Cell Phone:		Date of Birth (n	nm/dd/yy):	
Address:				Apt No		
City:		State:	Zip:			
Email*: (*MVCC/EOC has my permission to contact me via e-mail at the above address)						
EMERGENCY CONTACT						
Name:	Relationship:					
Home Phone:	Cell Phone:					
AVAILABILITY: The EOC maintains office hours Monday through Friday from 8:30am-4:30pm. There may be future opportunities for evening hours as well as weekends.						
□Monday Hours:	□Tuesday Hours:	□Wednesday Hours:	□Thursday Hours:	□ Friday Hours:	□Saturday Hours:	

TYPE OF VOLUNTED Tutoring Subject:	ER WORK: □Office Assistance					
□Teaching Subject:	□Mentoring					
If the type of volunteer work is not listed above, please describe how you wish to contribute:						
EDUCATION/PROFESSIONAL EXPERIENCE						
Degrees or Certificates Held:	ESSIGNAL DAI ENLENCE					
Relevant Work Experience						
Volunteer	When	Where				
Experience (if						
applicable)						
*Please attach a resume						
PLEASE TELL US						
What made you decide to volunteer at Mohawk Valley Community College and the Educational Opportunity Center?						
What are your hopes for this volunteer experience?						
How did you hear about us?						

CONFIDENTIALITY STATEMENT

As a volunteer for the Educational Opportunity Center and Mohawk Valley Community College, I understand that some of my work will involve access to information/records that are considered confidential.

I acknowledge my responsibility to respect the confidentiality of all students, and treat all information as privileged and confidential.

I further understand that if I am found acting indiscreet with confidential material or not protecting privacy of a student or others through my actions, I will be dismissed from my job immediately. I understand this action to be necessary in order to maintain high professional standards of the center and integrity of the College.

SIGNTURE	Date
SIGITIONE	Date

Kindly return this completed form and resume to:
Educational Opportunity Center
524 Elizabeth Street
Utica, NY 13501
To submit by email: eoc@mvcc.edu

Should you have any questions or concerns, please do not hesitate to contact our office at (315) 507-2776.