## UNIVERSITY PREP
VOLUNTEER PROGRAM REQUEST FORM

### COMMUNITY OR PARENT VOLUNTEER COMPLETES THIS PORTION

<table>
<thead>
<tr>
<th>Parent Name</th>
<th>Student Name</th>
<th>Grade</th>
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<thead>
<tr>
<th>Address</th>
<th>City</th>
<th>State</th>
<th>Zipcode</th>
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<thead>
<tr>
<th>Home Telephone</th>
<th>Work Telephone</th>
<th>Msg Telephone</th>
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<tr>
<th>Emergency Contact</th>
<th>Telephone</th>
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Available Days:  ____ Sun  ____ Mon  ____ Tue  ____ Wed  ____ Thu  ____ Fri  ____ Sat

Available Times:  ____  ____  ____  ____  ____  ____  ____

### SCHOOL ADMINISTRATOR AND VOLUNTEER COMPLETES THIS PORTION

Volunteers may provide assistance in one or more of the following school activities

- [ ] Assist with ASB Activities
- [ ] Back-to-School Night
- [ ] Book Faire
- [ ] Chaperone
- [ ] Parent Representative on District Committee(s)
- [ ] Room Representative
- [ ] Supervision Helper
- [ ] Tutoring (Non-School Hours Only)
- [ ] Yearbook
- [ ] Special Project

Community / Parent Volunteer Signature  
Date

School Administrator Signature  
Date

### PERSONNEL SERVICES OFFICE COMPLETES THIS PORTION

Confidential Parent Volunteer Processing Checklist

- [ ] Valid California Drivers License or DMV Identification Card (copy attached)
- [ ] Tuberculosis examination certificate within the four years preceding date VPR form (copy attached)
- [ ] Volunteer received DOJ Criminal Background Request (Fingerprint form). Pnnt date
- [ ] Volunteer completed Confidential Conviction Record Form
- [ ] Printed Volunteer Identification Badge
- [ ] Received DOJ Criminal Background Report on  ____ ; Personnel Services review by

Signature - Superintendent or Designee  
Date