



Policies Acknowledgment

Acknowledgment of responsibility to read and comply with all University policies, including Human Resources policies and procedures, Federal and State Employment Notices.

LMU HUMAN RESOURCES POLICIES

I acknowledge, I have been advised how to locate Loyola Marymount University's policies through my.lmu.edu/hr > Programs & Services > [Policies and Procedures](#). I understand it is my responsibility to read each policy carefully and become familiar with its content. In addition, I have been directed to contact my supervisor or Human Resources if I have questions regarding any policies or need additional information. I also understand that the University, at its sole discretion, may change policies at any time.

FEDERAL & STATE EMPLOYMENT NOTICES

I further acknowledge, I have been advised how to locate [Federal and State Employment Notices](#) on lmu.edu/hr > Program & Services > Federal & State Employment Info. I understand it is my responsibility to review the notices. In addition, I have been directed to contact Human Resources if I have questions regarding the Federal and State employment notices.

I understand my signature below indicates I have read and understand the above and received directions to access the referenced policies and notices.

Employee Name (print)

Employee Signature

Date