

College of the Holy Cross Employee Handbook

1. ACKNOWLEDGEMENT

I acknowledge that I have been advised that a copy of the College of the [Holy Cross Employee Handbook](#) and I do commit to read the Handbook.

I am aware that if, at any time, I have questions regarding College of the Holy Cross policies I should direct them to my manager or the human resources department.

I acknowledge that College of the Holy Cross policies and other related documents, including this Handbook, do not form a contract of employment, are not a guarantee by College of the Holy Cross of the conditions and benefits that are described within them, and do not change my status as an employee at will.

I am also aware that the College of the Holy Cross, at any time, may-change, add to, or delete the provisions of the Employee Handbook.

Additionally, I acknowledge that I have received a copy of the [Written Information Security Policy \(WISP\)](#) and will comply by its guidelines.

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Employee's Printed Name

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Department

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Employee's Signature

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Date