

**Volunteer Extension/Renewal Request Form****Volunteer:**

Name: \_\_\_\_\_ Signature: \_\_\_\_\_

**Proposed Extended Dates of Volunteer Service**

New Start Date: \_\_\_\_\_ New End Date\*: \_\_\_\_\_

\*Volunteer Extension/Renewal Request Form must be submitted for service extending past August 6th.

**Supervisor Approval:**

I confirm that the duties the volunteer will be performing will not change from those previously approved by the Division of Human Resources. If the duties of the volunteer have changed, I understand that I must submit new Volunteer Service paperwork, including the Volunteer Service Application and Volunteer Appointment Form with detailed duties for review and approval.

I certify the volunteer service will not displace a paid position.

I certify that the volunteer is not otherwise employed by USF to perform the same types of duties.

Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

\*Please return to Division of Human Resources, SVC 2172 or Email [volunteerservice@usf.edu](mailto:volunteerservice@usf.edu). Questions 813-974-2970

-----THIS SECTION IS FOR DIVISION OF HUMAN RESOURCES USE ONLY -----

**Approved Extended Dates of Volunteer Service:**

New Start Date: \_\_\_\_\_ New End Date: \_\_\_\_\_

Name: \_\_\_\_\_ Email: \_\_\_\_\_

Signature: \_\_\_\_\_