



Policies & Procedures Acknowledgment

Drug Free Policy

I have received a copy of and read the State Board of Technical & Adult Education Policy. As a condition of employment, I will abide by the terms of this policy and shall notify Athens Technical College of any criminal drug statute conviction for a violation no later than five (5) days after conviction.

Unlawful Harassment Policy

I have received a copy of and read the Commissioner's statement regarding unlawful harassment (including sexual harassment) of personnel or individual's conducting business with Athens Technical College. I further understand that violation of this policy may result in disciplinary action including and up to termination.

Athens Technical College Faculty Handbook

I understand that I can access the Athens Technical College Faculty Handbook by logging on to www.athenstech.edu Intranet and that it is my responsibility to review the information.

T.C.S.G. Policy & Procedure Manual

I understand that I can access the Technical College System of Georgia's Policy Manual by logging on to <http://www.tcsg.edu/tcsgpolicy/> and that it is my responsibility to review the information.

Equity Notice

This notice applies to requests from outside sources (prospective employers, private entities, or any other party): Providing names of students (prospective, current, or former) based on requests for names of students of a particular race, national origin, color, gender, disability, or free from disability is expressly prohibited.

Athens Technical College Online Orientation

I have completed the online orientation program available on the College's website.

Acknowledgment

I acknowledge that I have received, read, and understand the policy and procedures of Athens Technical College. I understand that failure to comply with the College's policies and procedures may result in disciplinary action up to and including termination of employment.

Name	
Signature	
Date	