



**JUNIOR VOLUNTEER  
INSTRUCTIONS & CHECKLIST**  
*Duke University Hospital*

First Name:	Last Name:
<b>RETURNING Junior Volunteer</b>	
<p>In order to be considered for placement in summer 2019, all forms must be completed and submitted no later than <b><u>Friday, February 8, 2019.</u></b></p> <p><b>Mail:</b> Volunteer Services Office Duke University Hospital DUMC 2967 Durham NC 27710</p> <p><b>Hand Deliver:</b> If you would like to hand deliver your forms, Volunteer Services is located in Duke Clinic Building, Yellow Zone, Room 4118 (use red elevator, 4th floor and follow signs on wall)</p> <p><b>Email:</b> Forms may be emailed to <a href="mailto:duhs_volunteer_services@duke.edu">duhs_volunteer_services@duke.edu</a>. Please include your name in the subject line (i.e., Junior Forms – Jane Doe)</p> <p><b>Questions?</b> Contact Volunteer Services at <a href="mailto:duhs_volunteer_services@duke.edu">duhs_volunteer_services@duke.edu</a> or 919-681-6088.</p>	
<div style="margin-bottom: 10px;"><input type="checkbox"/> Junior Volunteer Application</div> <div style="margin-bottom: 10px;"><input type="checkbox"/> Student Counselor Form (in sealed envelope from preparer or emailed directly to <a href="mailto:duhs_volunteer_services@duke.edu">duhs_volunteer_services@duke.edu</a>)</div> <div style="margin-bottom: 10px;"><input type="checkbox"/> Reference from previous Duke volunteer coordinator/supervisor if you are requesting to join a different volunteer program. (in sealed envelope from preparer or emailed directly to <a href="mailto:duhs_volunteer_services@duke.edu">duhs_volunteer_services@duke.edu</a>)</div> <div><input type="checkbox"/> This completed checklist</div>	