



David M. Einhorn Center
for Community Engagement

Student Remote Work Arrangement Work Expectations

Start date of remote work agreement: _____ End date: _____

Student location of remote worksite (include city and state):

Best contact number for student: _____

Number of hours worked per week: _____

Form and frequency of contact/interaction between the supervisor and the student employee:

Work to be completed:

Method of measuring productivity and quality of work completed:

Other:

It is expected that the student employee conduct themselves in a professional manner at all times, reflecting respect and responsibility in their position of employment, while complying with all university policies and procedures

Student name: _____ Cornell ID: _____

Supervisor name: _____

Supervisor signature: _____ Date: _____