



Manhattanville
University

RECEIPT OF EMPLOYEE HANDBOOK

I have received a copy of the “Manhattanville University Employee Handbook” and understand that I am responsible for becoming familiar with the policies described in it. I understand that the information contained in it represents management guidelines only which may be modified from time to time. I understand that neither the handbook’s policies nor any representations made by a management representative, at the time of hire or subsequently, are interpreted as a contract between Manhattanville University and any of its employees. I also agree that if there is any provision in the handbook that I do not understand, I will seek clarification from Human Resources. I further understand that this handbook supersedes all prior handbooks and policy statements.

Print Name: _____

Signature: _____

Dated: _____