

WEBSTER UNIVERSITY POLICIES AND PROCEDURES

As an employee of Webster University it is important that you be aware of University Policies and Procedures as well as the policies in your work unit. Below is information you should use to access University policies.

Logon to the University web site at: www.webster.edu

Click on the “About Webster” tab in the top left corner of the home page.

Click on the “Policies and Procedures” button on the left side of the page.

Review all policies under the headings of:

- Finance and Administration
- General
- Human Resources
- Technology
- St. Louis Campus (if that is your location)

Questions about these policies should be directed to your supervisor or the appropriate department.

Acknowledgement

I have been informed of my responsibility to review and adhere to all policies of Webster University and understand that it is my responsibility to contact my supervisor or the appropriate department with any questions about these policies. Further, I understand that violation of University policies may result in disciplinary action up to and including termination of employment.

NAME (Please Print)

DATE

SIGNATURE