**LCI IT** **Orientation Completion Acknowledgement**

By signing this form, I acknowledge that I have attended the IT induction/Training as requested. I also verify that I have reviewed the New Employee Orientation PowerPoint presentation with the IT staff.

I understand that if I have questions regarding any of the information or materials provided in the Orientation Presentation, I will contact the IT department.

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| --- | --- |
| **EMPLOYEE NAME** |  |
| **SIGNATURE** |  |
| **DATE** |  |