



University of North Carolina Wilmington

**FORM B  
REPORT OF POTENTIAL CONFLICT OF INTEREST  
RELATED TO STUDENTS' ACTIVITIES WITH EXTERNAL ENTERPRISES**

Employees responding affirmatively to either or both of Questions 8 - 9 on the Report of Potential Conflict of Interest Activities or Relationships form must complete the disclosure process by providing the information requested in Form B. If additional space is needed, attach separate sheets labeled "Form B Continued" and note the answer number for which additional information is provided. A separate form should be used to report relationships with each enterprise or corporation.

Employee Name	Department	College/School	Reporting Period
If reporting for a family member, give his/her name and relationship.			
Enterprise/Corporation Name		Complete Address	
Principal Business of Enterprise/Corporation			

**Complete ITEMS 1 - 3 if you answered YES to Question 8 on the Report Form.**

1. Describe the number and levels of the students involved, your relationship with the enterprise, and how this relationship involves the students.
2. Describe the nature of the relationship of this enterprise with the university.
3. Discuss the actions or safeguards you will take to prevent your relationship with this enterprise from affecting your responsibilities as a university employee supervising these students.

**Complete ITEMS 4 - 5 if you answered YES to Question 9 on the Report Form.**

4. Describe the numbers of students, their status and the nature and scope of the duties for which they are employed.
  
5. Discuss the actions or safeguards you will take to prevent your relationship with this enterprise from affecting your responsibilities as a university employee supervising these students.

**SIGNATURES:**

I certify that all of the above information is correct and that I will promptly update information as changes occur.

\_\_\_\_\_  
Employee Signature                      Date

\_\_\_\_\_  
Type or print name

Reviewed by:

Approved by:

\_\_\_\_\_  
Supervisor                                      Date

\_\_\_\_\_  
Dean    Date

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