



2017 EMPLOYEE ORIENTATION SCHEDULE

Below is the New Employee Orientation schedule for 2017. **Upon being hired, new employees must report to the Human Resources Department on their first day of employment to complete an I-9 Immigration form.** Orientation will include basic information about University of Colorado Medicine, a summary of personnel policies and procedures, and information regarding the benefits package.

Orientation will be held from 8:00 a.m. to approximately 12:00 p.m. in the Summit Conference Room -112 (HR).

January

Tuesday, 01-10-17

February

Tuesday, 02-07-17

Tuesday, 02-21-17

March

Tuesday, 03-07-17

Tuesday, 03-21-17

April

Tuesday, 04-04-17

Tuesday, 04-18-17

May

Tuesday, 05-02-17

Tuesday, 05-16-17

June

Tuesday, 06-06-17

Tuesday, 06-20-17

July

Tuesday, 07-18-17

August

Tuesday, 08-01-17

Tuesday, 08-15-17

September

Tuesday, 09-05-17

Tuesday, 09-19-17

October

Tuesday, 10-10-17

November

Tuesday, 11-07-17

December

Tuesday, 12-05-17

If a new employee is unable to attend orientation, please inform the Human Resources Department and other arrangements will be made. Thank you for your assistance.