



## Upcoming HR Orientation Dates

All full-time new hires are required to attend orientation. New hires should confirm their attendance by calling 972-985-3783.

Unless otherwise indicated, orientation is from 8:30-11:00 a.m. in the Board Room of the Collin Higher Education Center. Employees should report between 8 and 8:30 a.m. to finish any remaining pre-employment paperwork.

### **Face-to-Face Staff Orientations**

- **December 7, 8:30-11:00 a.m.**
- **January 4, 8:30-11:00 a.m.**
- **January 11, 8:30-11:00 a.m. (Faculty and Staff)**
- **January 25, 8:30-11:00 a.m.**
- **February 8, 8:30-11:00 a.m.**
- **February 22, 8:30-11:00 a.m. (Tentative)**
- **March 1, 8:30-11:00 a.m.**
- **March 22, 8:30-11:00 a.m.**