



## New Hire Orientation 2024-2025

All new full-time employees are required to attend orientation, which is held at [CHEC](#) in either Room 107 or 139, from 8:30 a.m. to 12:30 p.m. on the dates listed below.

Depending on your start date, you will be advised in your **offer letter** which session to attend. If you are unsure, please contact your [campus HR Consultant](#) to register for a session.

Refreshments and networking will start at **8:30**, and presentations will begin at **8:45**. We will provide a continental breakfast, water, and coffee during the session. Afterward, you should report to your supervisor at your home campus.

Date	Room #
9/9/2024	107
10/7/2024	107
11/4/2024	139
12/9/2024	139
1/13/2025	107
2/3/2025	107
3/3/2025	139
4/7/2025	139
5/5/2025	107
6/2/2025	139
7/7/2025	139

Should you have any questions about attending orientation, please contact HR at 972.985.3783.

**\*Managers:** Please confirm new-hire attendance with your [HRC](#) before sending employees to orientation. \*