

FY25 HR NEW HIRE ORIENTATION SCHEDULE (as of 06/12/2024) (for Full-time Staff Positions)

All Completed Documentation* due in HR by 12 noon on:	New Hire Orientation Date	Notes
*All Completed Documentation means fully completed (a) Employment application; (b) Background; (c) Hiring Matrix, Interview Forms, and Reference Check Forms. Upon receipt of this documentation, job offer should be made to confirm start date of employee. <u>Employee must provide required original I-9 documents at their HR orientation. Failure to bring required original documents will result in the orientation and start date being rescheduled for the next staff orientation.</u>		
Monday, August 12, 2024	Monday, August 19, 2024	
Monday, August 26, 2024	Monday, September 2, 2024	
Monday, September 9, 2024	Monday, September 16, 2024	
Monday, September 23, 2024	Monday, September 30, 2024	Monday, 9/30/2024 is last day in 2024 to hire a new foreign national employee without a SSN because applying for and obtaining a SSN can take several weeks. SSN is needed when W-2s process in January.
Monday, October 7, 2024	Monday, October 14, 2024	
Monday, October 21, 2024	Monday, October 28, 2024	
Monday, November 4, 2024	Monday, November 11, 2024	
Monday, November 18, 2024	Monday, November 25, 2024	
Monday, December 2, 2024	Monday, December 9, 2024	NO ORIENTATION
Monday, December 16, 2024	Monday, December 23, 2024	WINTER BREAK
Monday, December 16, 2024	Monday, January 6, 2025	
Tuesday, January 14, 2025	Tuesday, January 21, 2025	
Monday, January 27, 2025	Monday, February 3, 2025	
Monday, February 10, 2025	Monday, February 17, 2025	
Monday, February 24, 2025	Monday, March 3, 2025	
Monday, March 10, 2025	Monday, March 17, 2025	
Monday, March 24, 2025	Monday, March 31, 2025	
Monday, April 7, 2025	Monday, April 14, 2025	
Monday, April 21, 2025	Monday, April 28, 2025	
Monday, May 5, 2025	Monday, May 12, 2025	
Friday, May 16, 2025	Tuesday, May 27, 2025	
Monday, June 2, 2025	Monday, June 9, 2025	
Monday, June 16, 2025	Monday, June 23, 2025	
Monday, June 30, 2025	Monday, July 7, 2025	
Monday, July 14, 2025	Monday, July 21, 2025	
Monday, July 28, 2025	Monday, August 4, 2025	
Tuesday, August 12, 2025	Tuesday, August 19, 2025	