

**FY22 HR NEW HIRE ORIENTATION SCHEDULE (as of 08/08/2022)
(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 2, 2021	Monday, August 9, 2021	
Monday, August 9, 2021	Monday, August 16, 2021	
Monday, August 16, 2021	Monday, August 23, 2021	
Monday, August 23, 2021	Monday, August 30, 2021	
Monday, August 30, 2021	Monday, September 6, 2021	
Monday, September 13, 2021	Monday, September 20, 2021	
Monday, September 27, 2021	Monday, October 4, 2021	<i>Monday, 10/4/2021 is last day in 2021 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.</i>
Monday, October 11, 2021	Monday, October 18, 2021	
Monday, October 25, 2021	Monday, November 1, 2021	
Monday, November 8, 2021	Monday, November 15, 2021	
Monday, November 22, 2021	Tuesday, November 30, 2021	
Monday, December 6, 2021	Monday, December 13, 2021	<i>No Orientation</i>
Monday, December 20, 2021	Monday, December 27, 2021	<i>Winter Break</i>
Monday, January 3, 2022	Monday, January 10, 2022	
Tuesday, January 18, 2022	Monday, January 24, 2022	
Monday, January 31, 2022	Monday, February 7, 2022	
Monday, February 14, 2022	Monday, February 21, 2022	
Monday, February 28, 2022	Monday, March 7, 2022	
Monday, March 14, 2022	Monday, March 21, 2022	
Monday, March 28, 2022	Monday, April 4, 2022	
Monday, April 11, 2022	Monday, April 18, 2022	
Monday, April 25, 2022	Monday, May 2, 2022	
Monday, May 9, 2022	Monday, May 16, 2022	
Monday, May 23, 2022	Tuesday, May 31, 2022	
Monday, June 6, 2022	Monday, June 13, 2022	
Monday, June 20, 2022	Monday, June 27, 2022	
Tuesday, July 5, 2022	Monday, July 11, 2022	
Monday, July 18, 2022	Monday, July 25, 2022	
Monday, August 1, 2022	Monday, August 8, 2022	
Monday, August 15, 2022	Monday, August 22, 2022	