

A photograph of a large, multi-story brick building with a prominent central tower, set against a backdrop of a large, rocky mountain. The building has a classic architectural style with arched windows and a crenellated top. An American flag flies on a tall pole in front of the tower. The scene is captured during the golden hour, with warm sunlight illuminating the building and the mountain. The sky is a clear, pale blue.

University of Colorado Boulder

New Employee Information

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Welcome to CU Boulder. We are thrilled you made the decision to Be Boulder and become a member of this campus community.

As the Flagship University of a multi-campus System in the State of Colorado, CU Boulder is a dynamic community of scholars and learners situated on one of the most beautiful college campuses in the country. As one of 34 U.S. public institutions belonging to the prestigious Association of American Universities (AAU) – and the only member in the Rocky Mountain region – we have a proud tradition of academic excellence, with five Nobel laureates and more than 50 members of prestigious academic academies.

Today, with our sights set on becoming the standard for the great comprehensive public research universities of the new century, we strive to serve the people of Colorado and to engage with the world through excellence in our teaching, research, creative work, and service. The University faculty and staff are diverse, talented, and passionate people who share this vision and mission.

Be Boulder invites us all to move beyond how others may define our community, and provides a framework to showcase our value. It is a call to action and an inspiration for our students, faculty and staff about who we are, and who we can become.

We welcome you to Be Boulder.

Welcome to CU Boulder	 <p>Be Boulder. In YOUR CAREER</p> <p>Prepare for your first day</p> <p>Communicate with your department liaison or supervisor; make sure you understand:</p> <ul style="list-style-type: none"> • What time to arrive • Where to report when you first arrive • Dress-code expectations • What to bring on your first day • Your supervisor's phone number <p>Become familiar with the CU Boulder campus website: www.colorado.edu , The Faculty and Staff area of the website: http://www.colorado.edu/facultystaff and the department where you will be working.</p> <p>Visit campus in person http://www.colorado.edu/visit/ or, take a virtual tour from the comfort of your home http://www.youvisit.com/tour/colorado?loc=trail1:0:1:1&pl=v</p>
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Welcome to CU Boulder	 <p>Employee ID CU Boulder employees are issued a unique employee identification number. When you arrive at your department, your supervisor or HR liaison will provide you with your employee ID number.</p>
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Welcome to CU Boulder Pre-Arrival Getting to Campus Employee ID Buff OneCard EcoPass Identikey MyCUinfo Portal Emergency Alerts Childcare Help	 <p>Buff OneCard</p> <p>CUBoulder employees are provided a Buff OneCard which acts as your employee ID card and in some cases, will also act as your building key. Your Buff OneCard will allow you use of the University Libraries for free and access to the campus Recreation Center, athletic events, and other campus events at discounted rates.</p> <p>Obtain your Buff OneCard Visit the BuffOne Card office in the Center for Community (C4C) to obtain your card. Bring a government issued photo ID to verify your identity.</p> <p><u>Buff OneCard Office</u> Center for Community (C4C) Phone: 303-492-0355 Room N180 Hours: M-F 8:00 am – 4:30 pm Boulder, CO 80309 info@buffonecard.com 303-492-0355 Map to C4C</p> <p>Every new employee receives one free meal pre-loaded on their Buff OneCard to use at the dining centers across campus.</p>
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Welcome to CU-Boulder	<p>Be Boulder. In YOUR CAREER</p> <p>Faculty/Staff EcoPass</p> <p>The EcoPass provides CU faculty, staff, and eligible retirees bus and light rail service (including Local, Regional and Express service). While most services are free, some are offered at low costs. For route information, visit our Bus Routes page.</p> <p>In addition to bus and light rail rides, your CU EcoPass can save you money at local businesses through the EcoPass Extra Program.</p> <p>Obtain your EcoPass</p> <p>Visit the BuffOne Card office in the Center for Community (C4C) to obtain your card which will be issued at the same time as your Buff OneCard.</p> <p>Bring a government issued photo ID to verify your identity.</p> <p><u>Buff OneCard Office</u> Center for Community (C4C) Phone: 303-492-0355 Room N180 Hours: M-F 8:00 am – 4:30 pm Boulder, CO 80309 info@buffonecard.com 303-492-0355 Map to C4C</p>
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Welcome to CU Boulder	 <p>The IdentiKey is used as your individual login credentials for secure access to various technology and online systems.</p> <p>Depending on your role at the University, an IdentiKey is necessary for access to:</p> <ul style="list-style-type: none"> • MyCUInfo, the student and employee portal • University of Colorado Boulder Email Services • Computers in OIT computing labs • UCB Wireless network • OIT's learning management system • SkillSoft computer based training for Faculty, Staff, and Student Employees • And more <p>For additional information, visit the CU-Boulder campus Office of Information Technology (OIT) Identikey webpage http://www.colorado.edu/oit/services/identity-access-management/identikey</p> <p>For assistance with Identikey or MyCUInfo Portal access, contact: IT Services Center Help Desk 303-735-HELP (4357) help@colorado.edu</p>
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Welcome to CU Boulder	 <p>MyCUinfo Portal is the online access portal for CU Boulder employees. In the portal, you can view your personal contact information, view payroll and benefits information, access online training courses, business applications, and more.</p> <p>To log into the portal, used your Identikey and password you chose when activating your Identikey.</p> <p>For assistance with Identikey or Portal access issues, contact IT Services Center Help Desk 303-735-HELP (4357) help@colorado.edu</p>
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Welcome to CU Boulder	 <p>In case of emergency, make sure you get the message...</p> <p>Be in the know. Know what to do. Keep your emergency notification information up-to-date for real-time information about campus closures, extreme weather and other emergencies—sent straight to your mobile via our text messaging service.</p> <p>Visit the CU Alerts page to sign up: http://alerts.colorado.edu/</p> <p>How to find information in an emergency</p> <ul style="list-style-type: none"> • On your mobile device—Watch for text or e-mail alerts in the case of a campus closure or if there is a threat to personal safety. • On the Web—Visit www.colorado.edu for detailed campus closure and emergency information and updates. • On the phone—Call the campus info line at 303-492-INFO (4636) for recorded information and updates relating to campus alerts. • By e-mail—Check your official university e-mail after an emergency for support and resource information. • On social media—Like CU-Boulder on Facebook and follow @cuboulder and @cuboulderalerts on Twitter.
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Welcome to CU Boulder	 <p>CU Boulder has partnered with Bright Horizons to provide access to an online platform that will connect you to pre-screened babysitters, nannies, elder care providers, tutors, pet care providers, and housekeeping providers. CU has paid for your membership to use the Bright Horizons Care Advantage, which includes Sittercity and Years Ahead. You will negotiate with and pay for any providers that you hire through the service.</p> <p>The City of Boulder's Child Care Subsidy and Referrals (CCSR) Program provides information and referrals to licensed (homes and centers) child care, preschools, and other services for children and families. This is a free service and is available to all residents of Boulder County (Boulder, Erie, Lafayette, Longmont, Louisville, Lyons, Niwot, and Nederland)</p> <p>Disclaimer: CU-Boulder does not endorse any particular service, but merely provides information about various resources available to assist employees in making decisions about work-life services</p>
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Employee ID	I-9 Office, Faculty and Staff Assistance Program (FSAP), Organization & Employee
MyCUinfo Portal	Development, Employee Relations, Recruitment, Position & Compensation Management, Personnel Records, HR Operations
Childcare	(303) 492-6475
Help	3100 Marine St. Third Floor
	565 UCB Boulder, CO 80309 hmail@colorado.edu Employee Services at CU Systems Offices Benefits & Payroll Administration Benefits and Payroll for all four campuses of the University of Colorado are managed by the Employee Services group at the Systems Administration offices in Denver <ul style="list-style-type: none"> • Benefits enrollment will be completed online through your MyCUinfo portal once you have started work • Benefits counselors are available by phone 8 a.m. to 5 p.m. Monday through Friday • In-person benefits counseling sessions are available on the Boulder Campus by appointment only. Call 303-860-4200 to schedule – <i>please note, these appointments fill up quickly and typically have a waiting list. Many questions can be answered by phone, so please consider calling to speak with a benefits counselor before scheduling an in-person appointment</i> Employee Services Help Desk (303) 860-4200 CU Systems Offices 1800 Grant St. Denver, CO 80201 employeeservices@cu.edu Boulder Campus Office of Information Technology (OIT) IT Services Center Help Desk 303-735-HELP (4357) help@colorado.edu