Your First Days

You are a valued member of the Cornell community from your first day here. We want to make sure that you feel prepared and confident to transition into your new role as smoothly as possible. If you have any questions, DO ask your supervisor, a colleague, or your HR representative. We’re here to help!

What To Expect: Time-Sensitive Requirements

Here are things you may need to take care of in your first 30-45 days:

► BENEFIT ELECTIONS

If your position is benefits-eligible, you'll need to submit your enrollments in healthcare and savings plans before the deadline.

- Learn more about your benefits here.

► RESPONSIBILITY AT CORNELL

This online tutorial is required for all new employees. You'll receive an email that "Responsibility at Cornell" has been assigned to you in CULearn (Cornell's not-for-credit learning management system). Access to CULearn is available after your start date. While you’re at the CULearn website, take a moment to browse the course catalog to see some of the wealth of learning opportunities available to Cornell employees!
► COMPLIANCE AND TRAINING

Depending on your department or role, you may have training requirements to fulfill. Check with your supervisor for any trainings you may need to take as part of your new position. Most of these trainings can be found in CULearn.