Welcome to ASU.

Your workplace to innovate and thrive.
Welcome to our **diverse, talented** community. You are joining a university that **defines success by whom it includes** and **how they succeed**. We are an enterprise that responds with efficient, timely, and **innovative workplace solutions** that serve our students – and communities.

I am confident your **skills and experience** will help us advance our commitment to building a **culture of inclusion and excellence**.

Office of Human Resources
We are excited you are joining a comprehensive public research university and an employer of choice. Learn about your training requirements and benefits on orientation day.

Benefits and retirement enrollment

Review your options and complete the enrollment process within 30 days of your hire or eligibility date. Faculty and academic personnel: Your 30-day enrollment period may start before your contract date. Please refer to your offer letter or hiring manager about your enrollment deadline.

- Benefits enrollment.
- Retirement enrollment.

Your first week at ASU

All faculty, staff and student employees must complete action items and training within the first week of employment.

- Verify and update your contact details, emergency contact information, employee self-disclosure data and form I-9 eligibility.
- Order your ASU ID card.
- Pick up a temporary parking permit for your first two weeks at a Parking and Transit Services location. This is only available to faculty and staff.

 Upskill with LinkedIn Learning in Career EDGE

 Get fit at a Sun Devil Fitness Complex
When you thrive, we do, too.

Mandatory training

All faculty, staff and student employees must complete the following training within 30 to 90 days from your hire date.

- Arizona public service policy.
- ASU — Inclusive Communities.
  - This training is automatically assigned every two years and can be accessed via the Career EDGE transcript.
- ASU — Information security training.
- ASU — Preventing harrassment and discrimination.
- ASU — Seeds of Sustainability.
  - This one-time training is for staff. Faculty are not required to complete this training.
- Fire safety and prevention.
Employee perks and resources

Discounts and rewards

ASU Gammage
Employee discounts
Sun Devil Athletics
Sun Devil Bookstores | employees receive 10% discount
Sun Devil Rewards
The New York Times
The Wall Street Journal

Professional development

ASU Career EDGE
Green Devil Guidebook
Military@ASU
Office of Inclusive Excellence
Staff Council
SUN Award
Tuition reduction

News and events

ASU Events
ASU News

Wellness

Employee Assistance and Wellness
Employee Health
Family Resource Guide
Sun Devil Fitness Complexes
Contacts

ASU information | contact.asu.edu | 855-278-6060

ASU Police | police.asu.edu | 480-965-3456; emergencies: 911

ASURITE activation | asu.edu/asurite

ASU Experience Center | uto.asu.edu/ExperienceCenter | 855-278-5080 or 480-965-2100

ASU hotline | cfo.asu.edu/asu-hotline | 877-786-3385

Employee Health | employeehealth.asu.edu | 602-496-1917

Employee Wellness | cfo.asu.edu/eao-wellness | 480-965-2271

Knowledge Enterprise Development | research.asu.edu | 480-965-1225

My ASU | my.asu.edu | View employment information under the My Employment tab.

New employee orientation | cfo.asu.edu/new-employee-orientation

Office of Human Resources | cfo.asu.edu/hr
Faculty: 480-727-9900 | Staff: 855-278-5081

Office of the President | president.asu.edu | 480-965-8972

Parking and Transit Services | parking.asu.edu | 480-965-6124

Payroll calendars | cfo.asu.edu/payroll

Sun Devil Card Services | cfo.asu.edu/cardservices | 480-965-2273

Office of University Rights and Responsibilities | urr.asu.edu | 480-965-5057

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