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**EMPLOYEE SERVICES**

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[Home](#) > Initialize (Copy) New Position w/ Funding


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## Initialize (Copy) New Position w/ Funding

Use this guide to learn how to create a new position with funding by copying an existing position.

Note: The screen shots used in this guide may not be representative of your access.

**Files:**

 [Initialize-Copy-New-Position.pdf](#)<sup>[1]</sup>

**Source URL:** <http://www.cu.edu/employee-services/policies/initialize-copy-new-position-w-funding>

**Links:**

[1] [http://www.cu.edu/sites/default/files/policies/docs/Initialize-Copy-New-Position\\_0.pdf](http://www.cu.edu/sites/default/files/policies/docs/Initialize-Copy-New-Position_0.pdf)