

CU AT THE TOPGET STARTED!

CU at the Top Agreement Form

This agreement is to formalize that the employee below is taking part in the CU at the Top personal and professional development program.

Employee Name:
Employee ID:
Department:
Title:

Pathway chosen:

- Wellbeing Diversity & Inclusive Excellence
 Supervisory Skills Leadership

Start date: Employees will have one year to complete the program.

The supervisor agrees that the employee may participate in the program selected above. Tasks required to complete this program may be completed during the workday, provided all other work is being accomplished as expected.

The employee agrees to complete the program within one year of approval and to maintain their regular duties of the job.

The participation in this program should be revisited by the employee and supervisor if the tasks associated with this program are prohibiting the employee from completing the responsibilities of their job.

Agreed to by:

Employee Signature

Date

Supervisor Signature

Date

Human Resources Signature

Date

Please submit to systemhr@cu.edu