

## Employment Verification <sup>[1]</sup>

Need to provide proof that you're a University of Colorado employee, or are you requesting documentation of an employee's status? Use [Employers Unity's online verification tool](#) <sup>[2]</sup>.

You can use this website to create a record of your employment status and provide a requestor access to review it.

### To access a report

Create an account by providing your email address and other required data, then wait for Employers Unity to send you an email confirmation. Once you have access, you can run a free report containing your full employment record, and allow or restrict access to that data.

See the [step-by-step](#) <sup>[3]</sup> guide for detailed instructions.

### For verifiers

Create an account by providing your email address and the other required fields. If you're granted access to the system (usually within 48 hours of your request), you can log in and access the employee's record.

See the [step-by-step](#) <sup>[4]</sup> guide for detailed instructions.

<b>CONTACTS FOR VERIFYING EMPLOYMENT</b>	
Employee Services Employers Unity (*This is the first place you should call when verifying employment.)	877-604-5880
CU Boulder [1] <a href="https://www.cu.edu/employee-services/collaborative-hr-services/cu-campuses/employment-verification">https://www.cu.edu/employee-services/collaborative-hr-services/cu-campuses/employment-verification</a> [2] <a href="https://verify.employersunity.com/">https://verify.employersunity.com/</a>	303-492-3835
CUCCS [3] <a href="https://www.cu.edu/docs/access-report">https://www.cu.edu/docs/access-report</a> [4] <a href="https://www.cu.edu/docs/access-report-verifiers">https://www.cu.edu/docs/access-report-verifiers</a>	719-255-3372
CU Denver and CU Anschutz	303-315-2700
CU System	303-860-4200