

## **HireRight for I-9 Electronic Verification Access** <sup>[1]</sup>

At the University of Colorado, I-9 and E-Verify information is completed electronically through HireRight. This resource is managed by the [Employee Services](#) <sup>[2]</sup> team located at the System Administration campus.

### **Who is this for?**

University Staff

### **Who do I ask for help?**

For questions regarding HireRight access, please reach out to your respective [HireRight access coordinator](#) <sup>[3]</sup> or [Employee Services](#) <sup>[4]</sup> for more information.

### **How do I request access?**

To request access, please follow the instructions below:

1. Contact your campus [HireRight campus access coordinator](#) <sup>[5]</sup> and request a HireRight application account.
2. Log into [CU Identity Manager](#) <sup>[6]</sup> and request the "HIRERIGHT : CU I-9 E-Verify HireRight User" role. In the Make Request page search for "HIRERIGHT". This request will have to be approved by your direct supervisor and then by the campus HCM access coordinator.

### **Useful Links:**

[HireRight Homepage](#) <sup>[7]</sup>

[HireRight Step-by-Step Guide](#) <sup>[8]</sup>

[HCM Community](#) <sup>[9]</sup>

< [Back to Request Access](#) <sup>[10]</sup> page

### **Groups audience:**

University Information Services

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**Source URL:** <https://www.cu.edu/uis/hireright-i-9-electronic-verification-access>

### **Links**

[1] <https://www.cu.edu/uis/hireright-i-9-electronic-verification-access>

[2] <https://www.cu.edu/employee-services>

- [3] <https://www.cu.edu/campus-access-coordinators>
- [4] <https://www.cu.edu/employee-services/contact-employee-services-0>
- [5] <https://www.cu.edu/uis/campus-access-coordinators>
- [6] <https://identity.prod.cu.edu/identity>
- [7] <https://www.cu.edu/hcm-community/completing-e-verify-i-9>
- [8] <https://www.cu.edu/docs/sbs-using-hireright-form-i-9-and-e-verify>
- [9] <https://www.cu.edu/hcm-community>
- [10] <https://www.cu.edu/uis/access/access>