



University of Houston  
Division of Administration and Finance

## PRESS RELEASE

FOR IMMEDIATE RELEASE

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### 2009 MANDATORY TRAINING EXTENSION

Houston, January 12, 2009 – The University of Houston has announced a deadline extension to complete the FY09 Mandatory Training. The original deadline of December 31, 2008 has been extended to January 31, 2009 to allow employees to complete their required training. All mandatory trainings are available on the UHS Online Professional Development and Training Website which can be accessed at [www.uh.edu/onlinetraining](http://www.uh.edu/onlinetraining).

All mandatory trainings must be completed by all existing University employees including faculty, staff, student workers, and temporary employees who are paid through the payroll system. All new employees as of September 1st must complete the trainings within 30 days of their hire date.

Any System employee who fails to complete the required training for fiscal year 2009 by the published extended deadline of January 31, 2009, will not have met their job expectations and will therefore not be eligible for merit increases as stated in [SAM 02.A.11](#) and [SAM 02.A.26](#).

For assistance, please call the Employee Service Center at 713.743.3988.

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#### About the University of Houston

The University of Houston, Texas' premier metropolitan research and teaching institution, is home to more than 40 research centers and institutes and sponsors more than 300 partnerships with corporate, civic and governmental entities. UH, the most diverse research university in the country, stands at the forefront of education, research and service with more than 35,000 students.