Training Schedule
Arranged by course
(January – December 2025)

Schedule and prices are subject to change.

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4 Disciplines of Execution (4 contact hours)
There is no cost to attend this course.
- May 22 – CU Anschutz

Communicating as a Leader (2 contact hours)
There is no cost to attend this course.
- February 5 – Zoom
- May 7 – Zoom
- July 17 – Zoom
- October 21 – Zoom

Conflict Resolution Styles – Using the TKI (3 contact hours)
There is no cost to attend this course.
- June 4 – Zoom

Continuous Improvement: Understanding Current State (3 contact hours)
There is no cost to attend this course.
- March 20 – CU Anschutz
- June 18 – CU Anschutz
- August 27 - Zoom

Crucial Accountability (12 contact hours)
Cost: In-Person = $235
- April 3, 8 – CU Anschutz

Crucial Conversations (16 contact hours)
Cost: In-Person = $300; Online = $250
- March 4, 6 – CU Anschutz
- June 24, 26 – CU Anschutz
- July 29, 31, & August 5, 7 – Zoom
- October 28, 30 – CU Anschutz

DISC – Leadership Style (3 contact hours)

There is no cost to attend this course.

- April 17 – Zoom
- October 29 – Zoom

Employee Leave Information Session (1 contact hour)

There is no cost to attend this course.

- January 22 – Zoom
- July 30 – Zoom
- September 24 – Zoom

Essential Leadership Practices for Team Success (7 contact hours)

There is no cost to attend this course.

- March 25, 27 – Zoom
- May 1, 8 – Zoom
- October 7, 14 - Zoom

Establishing Self-Trust (Part 1) (2 contact hours)

There is no cost to attend this course.

- April 2 – Zoom

Establishing Relationship Trust (Part 2) (2 contact hours)

There is no cost to attend this course.

- July 23 – Zoom

Extended DISC (3.5 contact hours)

There is no cost to attend this course.

- January 23 – Zoom
- May 29 – Zoom

Extended DISC and Managing Stress (2 contact hours)

There is no cost to attend this course.

- March 27 – Zoom

Fundamentals of Continuous Improvement Methodology and Culture (2 contact hours)

There is no cost to attend this course.

- January 8 – Zoom
- April 9 – Zoom
- August 6 – Zoom

Introduction for Continuous Improvement Tools for Application (3 contact hours)

There is no cost to attend this course.
- February 12 – CU Anschutz
- May 13 – CU Anschutz
- August 20 – Zoom

Lead with Trust: Inspiring Greatness in Teams (3 contact hours)

There is no cost to attend this course.
- March 5 - Zoom
- August 21 – Zoom

Lead with Your Strengths (3 contact hours)

Cost: Online = $49.99
- August 20 – Zoom

Overcoming Imposter Syndrome (2 contact hours)

There is no cost to attend this course.
- June 10 – Zoom
- October 8 – Zoom

Performance Management (3.5 contact hours)

There is no cost to attend this course.
- January 16 – Zoom
- January 31 – Zoom
- November 19 – Zoom

Presentation Advantage (8 contact hours)

There is no cost to attend this course.
- September 17 & 24 – CU Anschutz

Talent Acquisition Best Practices and Processes (2 contact hours)

There is no cost to attend this course.
- March 19 – Zoom
- October 22 – Zoom

The Essential Skills for the Unofficial Project Manager (3 contact hours)

There is no cost to attend this course.
- March 19 – Zoom
- December 4 – Zoom

The Path to Exceptional Productivity (5 contact hours)

There is no cost to attend this course.

- April 22, 29 – Zoom
- July 8, 10 – Zoom
- December 9, 11 – Zoom

Tips for Interviewing at CU (2 contact hours)

There is no cost to attend this course.

- May 15 – Zoom

Tips for Resumes and Cover Letters at CU (2 contact hours)

There is no cost to attend this course.

- July 24 – Zoom

Understanding Emotional Intelligence (3.5 contact hours)

There is no cost to attend this course.

- May 15 – Zoom
- August 12 – Zoom

Understanding the Classification Process & Writing Effective Job Descriptions (2 contact hours)

There is no cost to attend this course.

- March 18 – Zoom
- October 21 – Zoom

Working with Employees with Health Conditions (2 contact hours)

There is no cost to attend this course.

- April 23 – Zoom
- October 22 – Zoom

Writing SMART Performance Goals (3 contact hours)

There is no cost to attend this course.

- February 6 – Zoom
- November 12 – Zoom

ADA Accommodations

If you need an ADA Accommodation to participate in an instructor led training, please email HR.TrainingRegistration@cuanschutz.edu.

Cancellation Policy

Cancellation Policy for Courses with No Cost

We request that you withdraw from a training session as soon as you know you are unable to attend. This allows someone from the waitlist to be enrolled in the session and gives facilitators time to prepare. Once a session is closed for self-enrollments in Skillsoft, you will be unable to withdraw yourself and we ask that you email HR.TrainingRegistration@cuanschutz.edu instead.
Our Instructor Led Training Access Guide helps you manage self-enrollments in Skillsoft, including withdrawing.

Cancellation Policy for Courses with a Cost
Learning and Development will confirm your attendance and speedtype 3 to 5 weeks prior to the session via email. If you do not confirm, you will be withdrawn from the session. If you confirm attendance, the speedtype provided will now be charged for the course and materials ordered. **After the confirmation, there is no option for a refund.**

If you need to cancel your registration after you've confirmed but prior to receiving the materials, we will issue a credit for that course. The credit may be applied towards a registration for a future session of that course, redeemable by you or someone else in your department using the same speedtype. This credit will remain active for a year.

If you need to cancel your registration after you've confirmed and have received the materials, we will issue a credit for only you. You must then register for a future session of that course within a year.

If you are a no show, neither you nor your department will be issued a credit. If the course has materials that are distributed during class, you will not be entitled to receive the materials. To avoid this, please notify us prior to the class start date that you are unable to attend.

Activating the Credit
In order to apply the credit, you or your colleague that has enrolled in the future session must immediately notify HR.TrainingRegistration@cuanschutz.edu.