

MICHIGAN STATE UNIVERSITY

July 2012

Dear Support Staff Member,

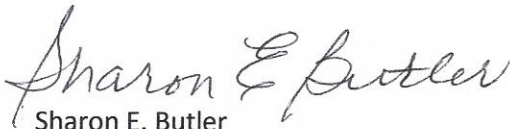
Whether you are new to the University, new to your current role, or have been here for years, I would like you to know how pleased I am to have you as a part of Team MSU. At Michigan State, we support diversity and hardworking excellence. We value leadership and collaboration, providing many opportunities for service, professional growth and personal enrichment.

The Employee Handbook provides you with University policies, practices and services. I encourage you to review its contents to learn about the responsibilities and opportunities that accompany your employment at Michigan State University. The handbook is available in an online format at:

http://www.hr.msu.edu/documents/ss_employee_handbook/index.htm

Michigan State University and Human Resources are here to support you in your efforts. If you need anything, please contact us. Your work is essential for the continuing success of the University, and we're excited to have you as part of the team.

Sincerely,



Sharon E. Butler

Assistant Vice President

Human Resources



**HUMAN
RESOURCES**

Assistant Vice President

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