DocuSign®

Increase efficiency for your school's HR processes

For Education HR teams, document management can take more than 25% of their time, making it harder to focus on what matters—hiring, retaining, and developing talent. The shift to remote work and an ever-changing economy add further complexity to HR processes. With the DocuSign Agreement Cloud, HR teams can create digital processes that increase efficiency, modernize the overall experience and improve accuracy—allowing them to attract and retain top talent.

Support a flexible, hybrid workforce

Supporting a hybrid workforce helps your school attract and retain talented staff. Some portion of your workforce will always want to work remotely and work-from-home initiatives are expected to save U.S. employers $30B per day.[1] Equally important, automating the hiring and onboarding processes lightens your talent and recruitment team's load, making them more efficient and agile.

Modernize your staff and candidate experience

Only 12% of employees strongly agree that their school does a great job onboarding new employees.[2] Onboarding a new employee is also labor intensive, accounting for 95% of the cost. Creating a modern signing experience that reaches employees and candidates where they are increases satisfaction while lowering costs.

Ensure complete accuracy and simplify compliance

In today's increasingly regulated business environment, it's critical for HR to demonstrate compliance with new hire identification checks, security checkoffs, audits and other key activities. And when it comes to non-regulated procedures, mistakes in paperwork can be costly. Consistent templates and automated processes reduce errors, ensure staff complete required actions and sign necessary forms, and help maintain compliance.

Improve operational efficiencies

Human resources processes are often manual, paper-intensive and involve multiple stakeholders. If you consider that 62% of HR departments process 500+ agreements every month and that processing those agreements can take over 25% of an HR professional's time, there's an incredible time-savings opportunity with a fully automated system. That's even more true if that system connects to your existing HCM, ERP and ATS platforms.

1   Work at Home After Covid-19—Our Forecast, Global Workplace Analytics.
2   10 Employee Onboarding Statistics You Must Know in 2021, Sapling, January 2021.

Results

80%
reduction in turnaround time for offer letters

$50
average savings for every job offer extended

80%
of DocuSign agreements are completed in less than a day

> "Our goal was to be more effective and efficient, and to increase student engagement. We wanted to make every interaction a positive experience."

Mark Diekoff
Program Manager
Business Development and Content Services
University of Colorado Boulder

> "We explored many options, and DocuSign was the only platform that could offer legal, secure electronic signatures for an online process, with deep NetSuite integration—while offering us the control over brand and user experience we sought."

Evan Trent
SVP Corporate Development
School of Rock

The DocuSign Agreement Cloud for Human Resources

Today's workforce has grown up in a digital world, and they expect mobile, connected experiences. Printing, signing, scanning or physically returning paperwork such as offer letters, releases for background checks and employee handbook acknowledgements is a hassle and reinforces the perception that your company is outdated. The DocuSign Agreement Cloud for Human Resources offers a simpler, digital-friendly hiring experience, enabling candidates and employees to sign all paperwork wherever they are, on whatever device they prefer.

eSignature

Send and capture signatures for candidate and employee agreements in minutes with beautiful mobile forms that work on virtually any device while maintaining a complete audit trail. Further automate processes with advanced workflows.

PowerForms

Automate the staff signing process by generating and embedding self-service forms, capture signatures and data from anyone (even if they don't have a DocuSign account), reduce document preparation time, and pull collected data into your existing applications effortlessly.

Bulk send

Easily import a .CSV file with your list of contacts and send one-to-many employee agreements to multiple recipients at the same time, thus eliminating the need to create and send separate envelopes.

SMS Delivery

Instantly reach candidates and staff on their mobile devices with real-time updates by sending SMS notifications and linking directly to contracts within the notifications, so they can sign important documents from their phone wherever they are.

CLM

Manage the full hiring and onboarding process for complex employment agreements from automated generation and real-time negotiation to drag-and-drop workflows and powerful search.

Integrations

Easily embed DocuSign into your existing tools with 350+ pre-built integrations, like Workday, SAP SuccessFactors, Oracle HCM, Greenhouse and many more.

Learn more about how the DocuSign Agreement Cloud can help your school.

Use cases

Recruiting
Offer letters
Non-disclosure agreements
Background check consents

Onboarding
W-4 and state tax forms
I-9 forms
Handbook acknowledgements
Payroll forms
Equipment requisitions

Compensation
Bonuses
Sales and variable compensation
Stock agreements
Relocation agreements

Benefits
Benefit summary plan descriptions
Contracts
Required annual notices

HR admin
Contractor agreements
ACA documentation
Role changes
Security and training materials
Annual policy updates

Performance management
Performance evaluations and improvement plans
Goal documentation

Off-boarding
Termination certificates
Stock and severance notifications

DocuSign Agreement Cloud

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