

What Can I Expect When Relocating to the University of Alaska

Who can I contact to help me move and what are the costs?

We do not have this service available directly through the University. However, there are many reputable moving companies listed in the [yellow pages](#) as well as on the Internet. If you conduct an Internet search on “Moving Companies”, you will find many national and regional companies with services available to Fairbanks. Another helpful web site is: www.homefair.com/index.html

Is housing available on campus? Where can I find information on rentals?

There is housing on the UAF campus. Housing is available for students, as well as employees in faculty/professional positions. For detailed information or an application for campus housing, please contact 907-474-7247. Faculty housing is limited and is available on a first come first serve basis. Rates start at \$750.00 a month and will vary depending on family size and need. Student housing starts at \$285.00 per month. If UAF housing is not available at the time you apply, you may be added to a waitlist by filling out the application. There are no guarantees that housing will be obtained. Our local newspaper is accessible on the web. Search the classified ads for available rentals in the area at www.newsminer.com.

Is there anything I should know about the Fairbanks area before I arrive?

Fairbanks has one of the widest seasonal temperature variations in the world. Therefore, it is important to know what to be prepared for. Summers see temperatures as high as 90 degrees Fahrenheit, and winter temperatures can dip to 60 degrees below zero. If you will be here for a full year, you will need a variety of clothing. When it is cold outside it can be dangerous if a person does not dress accordingly and gets caught outside unexpectedly. We usually do not see the coldest temperatures for more than a three-week period throughout the entire winter. Snowfall can come as early as September 1st and as late as October 31. Once we receive a heavy snow, it is on the ground for the rest of the winter. The shortest day is December 21, when we have approximately four to five hours of total daylight, and the longest day is June 21, with daylight nearly 24 hours a day.

The cost of food and clothing is in line with the rest of the United States. We do not have many shopping malls and have limited choices for clothing stores. Outdoor gear is readily available. Fairbanks surrounding area population is approximately 83,773. We have two military bases in close proximity (U.S. Army and Airforce). For more information about our community www.co.fairbanks.ak.us or, www.fairnet.org/

Is public transportation available at the University?

The public transportation system is operated by the Fairbanks North Star Borough. There are bus routes to the University and throughout downtown. To view bus schedules and fares see co.fairbanks.ak.us/Transportation/default.htm. Many people use bicycles in the summer, but it is tough to try to do this throughout the winter. Taxi cabs are also available. We have many car dealers, and used car lots available for new and used vehicles. Rentals and leases are also available through auto dealers.

What kind of emergency services are available?

Call 911. This is our emergency response and dispatch line for all medical emergencies. They will respond to emergency situations as quickly as possible based on the nature of the incident. This is for emergency situations only, when in need of an ambulance, fire or police services.

What do I do when I first arrive at the University?

Please check in with your supervisor. They will bring you to the Human Resource office to fill out the new hire paperwork. Please bring identification with you for completion of the I-9 (Employment Eligibility Verification) form. (A valid passport, *or* a driver's license with a social security card, are two of the most commonly used forms of identification.) Other forms of ID that will satisfy the requirements are listed on the form for your review. The form can be viewed on the web at www.irs.gov under forms.

A new hire orientation will be scheduled for you. We will go over the complete benefits package with you at that time and supply you with various forms to fill out and return to Human Resources. You may park in any of the parking spaces in front or behind the building (unless it is posted). University employees are required to pay for parking. Decal can be obtained from the registrars' office within the first few days of employment. Parking tickets for unregistered vehicles are approximately \$60.00 for each occurrence.

Do I really need to have a social security card?

Yes! We are not able to render payroll on an employee without a valid U.S. social security card. If you do not currently have a social security card, you will be required to get one. Please visit the web site www.ssa.gov to apply for a card in advance if you do not currently possess one. You may also obtain one through our local Social Security office located in the Federal Building at 101 12th Avenue in Fairbanks.

When will I receive my first paycheck?

Payroll is processed on a biweekly basis. There is a lag time on your first check of one pay period. If you begin work at the beginning of a pay period, you can expect your first check to be approximately 4 weeks from the date you begin. Paydays are every other Friday. ***Please come prepared with funds available to cover you through this period.***

If I have been advised that I will receive a relocation allowance, when can I expect to be paid these funds and how much are they?

Relocation funds are based on your annual approved salary. ***If you have been pre-approved*** for relocation expenses, the amount is usually equal to one month's regular salary. Relocation checks can take anywhere from a week to 4 weeks after your arrival. Relocation allowances are processed ***after*** your arrival at the university. We will need your social security number, address, and signature on the form prior to submittal for payment.

What type of benefit package will I receive if I am working in a benefit eligible position?

The university offers a comprehensive benefit package including health insurance (medical, dental, vision, and audio), life insurance, 401a pension plan, tax deferred annuities, a mandatory retirement system ORP or state of Alaska (PERS or TRS), tuition waivers, etc. These will be explained in detail during your new hire orientation or you can visit our web site for detailed benefit information at: www.alaska.edu/hr/benefits/

Tax Treaty issues and taxable status of Non-Resident Aliens: Whose responsibility is it to know what rules apply to me?

It is your responsibility to be aware of issues surrounding your taxable status and whether you are considered a resident or non-resident alien for tax purposes within the United States. There are different rules for each country. You may be eligible to claim a tax treaty benefit. The treaty benefits are dependent upon your past visits to the U.S., your country of citizenship versus your country of residency, your length of stay in the U.S., visa type, purpose of stay, etc. You may view detailed information regarding U.S. tax rules on the internet at <http://www.irs.gov>