



# University Policy

Northeastern Illinois University will reimburse allowable moving expenses for eligible employees.

To implement Board of Trustees Regulations which state that eligible moving expenses incurred by eligible employees may be reimbursed.

Eligible employees new to Northeastern Illinois University.

**Eligible Employees:** Include the following employees newly hired by Northeastern whose permanent address immediately prior to hiring by Northeastern was outside the Chicago Metropolitan area (Cook, Lake, McHenry, Kane, DuPage and Will counties):

- Faculty – full-time, continuing

- Administrative and Professional employees – full-time, continuing

- Civil Service employees\* – full-time, continuing positions requiring specialized skills

**Continuing Employee:** An individual hired with no end date associated with the appointment.

\*Civil Service employees must adhere to residency requirements as outlined by the State Universities Civil Service System.

Board of Trustees Regulations – Section V, Subsection F, Issued: April 7, 1998

<https://www.irs.gov/pub/irs-drop/n-18-75.pdf>



