

Employee Housing Incentive Reimbursement

The Employee Housing Incentive Reimbursement is an incentive program for new and current full-time permanent employees of Rowan University to purchase and reside in homes in Glassboro, Camden or Stratford.

Eligibility: Must be full-time permanent employee on date of purchase or have received formal offer of full-time permanent employment. If a temporary full-time employee purchases and lives in a home in Glassboro then become permanent with no break in service then they can become eligible effective on their permanent date.

Reimbursement: Employee receives \$1,500 per year for a duration of ten years subject to availability of funding. The housing incentive calendar year is July 1 through June 30th and is prorated based on number of months of residency in incentive calendar year. (Except for employees who purchased home after receiving formal offer but before effective date, then it is prorated based on the effective date of employment.)

Process: First time applicants will need to complete the reimbursement form and attach a copy of their settlement sheet. For subsequent years of eligibility they must complete the same form and provide a copy of their tax bill. Forms are submitted to the Department of Human Resources. Deadline for applying each year is July 31 for preceding fiscal year. Payment is issued through Payroll Department and is taxable. Final determinations of eligibility are made by the VP for Finance/CFO in conjunction with the Human Resources department.