

## January Term Faculty Support Document

The January Term courses are designed as immersive experiences: they intensify the student's focus, reach beyond the classroom to incorporate experiential learning, and are usually site-specific, connecting students to the place where they study. Taking a single course during the January Term gives students more time for concentrated reflection on a dedicated topic than is the case during the semester when students must split their time between several courses. The intensity of the shared experience also forges a strong bond between the students and their professor. Although the January Term is short, it has great impact because of its immersive character and linkage of intellectual and experiential learning. The support for the January Term faculty is outlined below. Please contact Leigh Watts ([leigh.watts@nyu.edu](mailto:leigh.watts@nyu.edu)) if you have questions.

Summary of Resources available to January Term Faculty															
<b>Housing</b>	<p><b>Abu Dhabi:</b> NYUAD will provide on-campus furnished housing. Only one-bedroom apartments are available. Housing is available beginning January 1.</p> <p><b>NY:</b> It is expected that instructors will have their own housing.</p> <p><b>Other GNU sites:</b> NYUAD will provide furnished housing for the individual faculty member in either an assigned NYU facility or local hotel near the teaching location.</p>														
<b>Relocation Travel</b>	<p>NYUAD will either:</p> <ul style="list-style-type: none"> <li>• arrange round-trip transportation for the faculty member in accordance with the NYUAD Travel Policy; <b>OR</b></li> <li>• provide the faculty member with a cash travel allowance (faculty are responsible for all taxes associated with the allowance). The travel allowance provides flexibility, enables the faculty member to arrange his/her own travel, and varies according to the destination. The cash allowance (less taxes) is as follows:</li> </ul> <table border="1" style="margin-left: auto; margin-right: auto;"> <tbody> <tr> <td>AD to Australia</td> <td style="text-align: right;">\$8,000</td> </tr> <tr> <td>AD to Europe &amp; Shanghai</td> <td style="text-align: right;">\$6,000</td> </tr> <tr> <td>NY to Florence, London and Prague</td> <td style="text-align: right;">\$2,500</td> </tr> <tr> <td>NY to Berlin</td> <td style="text-align: right;">\$6,000</td> </tr> <tr> <td>NY to Abu Dhabi, Argentina, Australia, China, Africa</td> <td style="text-align: right;">\$8,000</td> </tr> <tr> <td>NY to Washington, DC</td> <td style="text-align: right;">\$800</td> </tr> <tr> <td colspan="2" style="text-align: center;">All other travel: contact Leigh Watts (<a href="mailto:leigh.watts@nyu.edu">leigh.watts@nyu.edu</a>)</td> </tr> </tbody> </table>	AD to Australia	\$8,000	AD to Europe & Shanghai	\$6,000	NY to Florence, London and Prague	\$2,500	NY to Berlin	\$6,000	NY to Abu Dhabi, Argentina, Australia, China, Africa	\$8,000	NY to Washington, DC	\$800	All other travel: contact Leigh Watts ( <a href="mailto:leigh.watts@nyu.edu">leigh.watts@nyu.edu</a> )	
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<b>Visas</b>	<p>NYUAD will fund and assist with visas, if required, for the individual faculty member. Leigh Watts (<a href="mailto:leigh.watts@nyu.edu">leigh.watts@nyu.edu</a>) will initiate this process in November and he can assist with your visa questions.</p>														
<b>Miscellaneous Allowances</b>	<p>NYUAD will provide an allowance of \$1,200 (less taxes) to cover meals, laundry and ground travel during January Term (receipts are not required). <u>NYUAD does not reimburse for meals, laundry or other miscellaneous living expenses incurred during the assignment.</u></p>														
<b>Payments Schedule</b>	<p><b>Teaching payment:</b> February 1</p> <p><b>Miscellaneous allowance:</b> February 1</p> <p><b>Travel allowance:</b> If the faculty opts for the cash travel option, please inform Leigh Watts before <b>October 1</b>. Requests made <b>after October 1</b> will be paid as follows:</p> <table border="1" style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th>Cash Option Requested by...</th> <th>Date of cash payment</th> </tr> </thead> <tbody> <tr> <td>October 1</td> <td>November 1</td> </tr> <tr> <td>November 1</td> <td>December 1</td> </tr> <tr> <td>December 1 or after</td> <td>February 1</td> </tr> </tbody> </table> <p>To view your J Term paystub online, go to NYU Home and click: <b>Work Tab &gt; PeopleLink &gt; All About Me &gt; Pay.</b></p>	Cash Option Requested by...	Date of cash payment	October 1	November 1	November 1	December 1	December 1 or after	February 1						
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