



**Rowan College
of South Jersey**

Policy: 7417
Title: **HUMAN RESOURCES CANDIDATE REIMBURSEMENT**
Area: Human Resources
Approved: 07/01/19
Reaffirmed: 06/14/22

The College is committed to recruiting the best-qualified candidates for faculty, administrative, professional, and other positions deemed essential for the College. Therefore, the College may reimburse a candidate's reasonable and customary expenses for on-campus visits. Eligible expenses include travel, mileage, parking tolls, overnight lodging (room only), and meals

The President will pre-approve any offer of recruitment reimbursement on an individual basis. Human Resources will make the offer to the candidate and will manage the reimbursement process based on the President's approval. The College will not provide reimbursement for unauthorized expenses incurred by the candidate.

References:

Rowan College of South Jersey Administrative Procedure, *7417 Human Resources Candidate Reimbursement*