Postdoctoral Information Guide
Rutgers Biomedical & Health Sciences Postdoctoral Fellows

“Engaging, Connecting, and Developing the Rutgers Postdoc Community
postdocs.rutgers.edu

Itzamarie Chévere-Torres, PhD
ASSOCIATE DIRECTOR, POSTDOCTORAL AFFAIRS

Note: The information in this guide was compiled in April 2017 to provide information to frequently asked questions regarding postdoc employment and life at Rutgers. While we make every effort to stay current on policies, processes, and key contacts for postdocs, we cannot guarantee the complete accuracy of all the information. Postdocs should consult with their department coordinator to ensure they have the most current information.
Contents

Information Session ........................................................................................................................................... 2

Office of Postdoctoral Affairs .......................................................................................................................... 2

Rutgers Postdoctoral Association ...................................................................................................................... 3

International Postdoctoral Researchers ........................................................................................................ 5

Rutgers Contacts for Postdocs .......................................................................................................................... 6

Work Benefits for Postdoctoral Researchers .................................................................................................. 7

Housing for Postdoctoral Researchers ........................................................................................................... 10

Transportation .................................................................................................................................................. 12

Checklist .......................................................................................................................................................... 14

Working and Living in New Jersey ..................................................................................................................... 16

Entertainment Opportunities at Rutgers & New Jersey .................................................................................... 19

Dining Services at Rutgers .................................................................................................................................. 20

Note: The information in this guide was compiled in April 2017 to provide information to frequently asked questions regarding postdoc employment and life at Rutgers. While we make every effort to stay current on policies, processes, and key contacts for postdocs, we cannot guarantee the complete accuracy of all the information. Postdocs should consult with their department coordinator to ensure they have the most current information.
Information Session

This one-hour information session aims to orient you about the resources and benefits that are available to you as a postdoctoral appointee working at Rutgers Biomedical & Health Sciences (RBHS).

Office of Postdoctoral Affairs

Launched on February 3, 2017, in the Office of the Senior Vice President for Academic Affairs, the universitywide Office of Postdoctoral Affairs is committed to advancing the University’s mission to conduct cutting-edge research and advanced postdoctoral training. The Office of Postdoctoral Affairs supports postdoctoral researchers and their faculty mentors by providing a central hub for professional development opportunities, knowledge sharing, and community building.

Every month we host activities—all dedicated to helping postdocs make the most of their time at Rutgers and prepare them for the next stage of their career. [http://postdocs.rutgers.edu/event-schedule](http://postdocs.rutgers.edu/event-schedule).

To learn more, visit our website [https://postdocs.rutgers.edu](https://postdocs.rutgers.edu), check out our monthly activities and schedule of events, and register for an upcoming event.

We have collected information about career development resources available to you at Rutgers. Check them out here: [http://postdocs.rutgers.edu/career-development-rutgers](http://postdocs.rutgers.edu/career-development-rutgers)

You will also find information about external career resources by visiting our website: [http://postdocs.rutgers.edu/external-career-resources](http://postdocs.rutgers.edu/external-career-resources)

To receive news about upcoming events, workshops, general announcements, and job opportunities subscribe to our listserv [https://email.rutgers.edu/mailman/listinfo/rutgers_postdocs](https://email.rutgers.edu/mailman/listinfo/rutgers_postdocs).

Contact us:

Office of Postdoctoral Affairs
[opaeoq.rutgers.edu](mailto:opa@oq.rutgers.edu)
848-445-1800

Note: The information in this guide was compiled in April 2017 to provide information to frequently asked questions regarding postdoc employment and life at Rutgers. While we make every effort to stay current on policies, processes, and key contacts for postdocs, we cannot guarantee the complete accuracy of all the information. Postdocs should consult with their department coordinator to ensure they have the most current information.
Rutgers Postdoctoral Association

The Rutgers PDA is a volunteer organization that aims to build a stronger and more cohesive postdoctoral community across all departments and campuses at Rutgers University.

In 2016, in preparation for the opening of a new Office of Postdoctoral Affairs, the PDA expanded its scope and dedicated itself to building a stronger and more cohesive postdoctoral community across all of Rutgers University, regardless of campus or department.

Here at Rutgers, you will be joining hundreds of postdocs across all disciplines to help advance the forefront of human knowledge. We know that being a postdoc is an important transitional time in your life, and we want you to gain the skills you need to achieve your personal and professional goals.

The Rutgers PDA works to enrich the experiences of postdocs at Rutgers, and we host a variety of formal and informal events throughout the year, including a fall orientation luncheon, the spring Postdoc Symposium, biweekly Postdoc Happy Hours, and sports and hiking around New Jersey. The best way to get in touch with us is through our Wordpress site or our (closed) Facebook group:

rutgerspda.wordpress.com

www.facebook.com/groups/rutgersPDA/

You can always email rutgerspda@gmail.com with any questions or to get involved, and we look forward to meeting you at one of our future events!

Note: The information in this guide was compiled in April 2017 to provide information to frequently asked questions regarding postdoc employment and life at Rutgers. While we make every effort to stay current on policies, processes, and key contacts for postdocs, we cannot guarantee the complete accuracy of all the information. Postdocs should consult with their department coordinator to ensure they have the most current information.
Newark PDA Chapter:

The goal of the Newark division of the Rutgers PDA is to provide support for career development and community engagement to postdoctoral fellows, research associates, and visiting scholars. The Rutgers-Newark PDA consists of three (3) committees: Community Development Committee, Career Exploration Committee, and Fundraising Committee.

Check out the happenings at the Newark PDA chapter or contact Dr. Doreen Badheka, Newark PDA adviser, 973-972-0908 for more information. https://rutgerspda.wordpress.com/about/rutgers-newark-pda/

For more information about the Rutgers-Newark PDA, please contact Dr. Doreen Badheka, the GSBS/SGS Program Director of Special Projects, at badhekdk@gsbs.rutgers.edu.

Alliance for Career Advancement (ACA) & Rutgers Life Sciences Consulting Club (RLSCC):

ACA and the RLSCC are 100% student-postdoc run organizations. Both of these organizations are housed on the NJMS/GSBS Newark campus.

Through the ACA we have succeeded in providing PhD students and postdocs a platform to reach out to professionals from their career of choice. Students and postdocs connect with these professionals and often receive real-world and real-time guidance on boosting their resumes, developing relevant core competencies and succeeding in interviews. Through these activities our PhD students and postdoctoral fellows enter the job market more prepared and better informed.

The RLSCC members get together every 2 weeks to practice case studies from BioPharma and non-BioPharma industries. The students and postdocs invite consultants to moderate their case studies and talk about role of PhD graduates in the consulting world. The students and postdocs have also participated in various inter-university case competitions.

For more information, contact Dr. Doreen Badheka, the GSBS/SGS Program Director of Special Projects, at badhekdk@gsbs.rutgers.edu.

Note: The information in this guide was compiled in April 2017 to provide information to frequently asked questions regarding postdoc employment and life at Rutgers. While we make every effort to stay current on policies, processes, and key contacts for postdocs, we cannot guarantee the complete accuracy of all the information. Postdocs should consult with their department coordinator to ensure they have the most current information.
Rutgers, one of the most culturally diverse universities in the United States, offers many avenues of support for international students, faculty, and staff.

As part of your onboarding process, make sure to check out the Scholar/Faculty Handbook to learn about the information you should know before and during your stay at Rutgers. You will find topics such as Housing, Banking, Social Security Number, Driver’s License, and Health Insurance among others. You can find more information by visiting https://global.rutgers.edu/international-scholars-students/faculty-scholars.

After your arrival in the U.S. check-in with the corresponding Rutgers international services office within 30 days of your arrival date and register for a Welcome Session. This welcome session will provide information regarding your Visa status as it relates to your association with Rutgers.

Every international postdoc should visit one the offices below. They are the first point of contact and your home away from home. At the orientation sessions, international postdocs receive relevant information about their visas and how to navigate the campus and state. You will also learn about upcoming events and opportunities to connect with other international scholars.

- Rutgers Biomedical and Health Sciences: International Services
  - http://rbhs.rutgers.edu/internationalservices/

Your International Affairs (Rutgers Global) Contact:

For assistance with visas and other international services, here's whom to contact:

- RBHS Postdocs:
  - Lorraine Luciano-McKeon, lucianlo@global.rutgers.edu

For postdocs on H-1B visas, please contact Ruimin Zhang, rzhang@global.rutgers.edu.

For questions about health insurance, please contact Eirinn Jones, eljones@global.rutgers.edu.

Also visit our website for more information for international postdocs, http://postdocs.rutgers.edu/information-international-postdocs.

Note: The information in this guide was compiled in April 2017 to provide information to frequently asked questions regarding postdoc employment and life at Rutgers. While we make every effort to stay current on policies, processes, and key contacts for postdocs, we cannot guarantee the complete accuracy of all the information. Postdocs should consult with their department coordinator to ensure they have the most current information.
Rutgers Contacts for Postdocs

All postdocs should feel free to contact our office—at any time—about anything. We are here to help you, and if we cannot, we will connect you with someone who can.

In addition to our office, most postdocs can contact their department administrator directly for help with administrative issues. For guidance needed beyond the department level, but within your school, here’s your school level contact:

RUTGERS BIOMEDICAL HEALTH SCIENCES

Office of Postdoctoral Affairs - RBHS

Courtesy of the Office of Postdoctoral Affairs in Newark in the Office of the Dean of the Graduate School of Biomedical Sciences, all RBHS postdocs receive several resources including a welcome letter, business cards, and a one-year free subscription to the New York Academy of Sciences (NYAS).

For more information about these resources and others, RBHS postdocs can contact Kimberly Pemberton or Susan Lomanto at:

Office of the Dean/Office of Postdoctoral Affairs
Stanley S. Bergen, Jr. Building, Suite 517
Graduate School of Biomedical Sciences
65 Bergen Street, Newark, NJ 07107
973-972-8384

RBHS Postdocs and Other Postdocs in Newark

Doreen Badheka, Program Director for Special Projects at Graduate School of Biomedical Sciences (GSBS), provides general administrative guidance, career development counseling to postdocs in Newark Campus, and serves as the adviser to the Newark PDA chapter.

For more information, contact Doreen at:

Graduate School of Biomedical Sciences
Medical Science Building, Room H645
185 South Orange Avenue, Newark, NJ 07103
973-972-0908

Note: The information in this guide was compiled in April 2017 to provide information to frequently asked questions regarding postdoc employment and life at Rutgers. While we make every effort to stay current on policies, processes, and key contacts for postdocs, we cannot guarantee the complete accuracy of all the information. Postdocs should consult with their department coordinator to ensure they have the most current information.
Robert Wood Johnson Medical School (RWJMS)

RWJMS postdocs, your first point of contact, Director of Strategic Initiatives is... *(Coming Soon)*

School of Pharmacy

Pharmaceutical Industry Fellows, your first point of contact is:

Lisa Mulé, Sr. Exec. Associate for Administration, 848-445-6814  
Mike Toscani, Fellowship Director, 848-445-6810

Clinical Residents within Pharmacy Practice and Administration, your first point of contact is:

Marc Sturgill, Department Chair, 848-445-6815

---

**Work Benefits for Postdoctoral Researcher**

A *postdoc* is a highly skilled individual holding a doctoral degree who is engaged in a temporary and defined period of advanced mentored research and/or scholarly training for the purpose of acquiring the professional skills and research independence needed to pursue either an academic or an alternative science career path of his or her choosing. Postdocs typically perform research under the supervision and mentorship of a more senior researcher or faculty, called the Principal Investigator (PI).

Since 2013, Rutgers Biomedical and Health Sciences (RBHS) houses legacy UMDNJ schools and clinical units, several pre-existing Rutgers units with key health-related missions, and two research units that were jointly operated by Rutgers and UMDNJ.

If you are a postdoctoral researcher working at any of the following units or schools, your job title may be either Postdoctoral Appointee or Postdoctoral Fellow (Class 1).

- **Cancer Institute of New Jersey**  
  - [http://www.cinj.org/](http://www.cinj.org/)
- **Graduate School of Biomedical Sciences**  
  - [http://gsbs.rutgers.edu/](http://gsbs.rutgers.edu/)
- **New Jersey Medical School**  
  - [http://njms.rutgers.edu/](http://njms.rutgers.edu/)

**Note:** The information in this guide was compiled in April 2017 to provide information to frequently asked questions regarding postdoc employment and life at Rutgers. While we make every effort to stay current on policies, processes, and key contacts for postdocs, we cannot guarantee the complete accuracy of all the information. Postdocs should consult with their department coordinator to ensure they have the most current information.
• Robert Wood Johnson Medical School
  o http://rwjms.rutgers.edu/
• Rutgers School of Dental Medicine
  o http://sdm.rutgers.edu/
• School of Health Related Professions
  o http://shp.rutgers.edu/
• School of Nursing
  o http://nursing.rutgers.edu/
• School of Public Health
  o http://sph.rutgers.edu/
• University Behavioral Health Care
  o http://ubhc.rutgers.edu/
• Ernest Mario School of Pharmacy: Postdoctoral researchers working at the School of
Pharmacy have the title of Postdoctoral Associates and are considered Rutgers employees
with full-time employee benefits (Class 1 under Rutgers legacy UHR)
  o http://pharmacy.rutgers.edu/
• Institute for Health, Health Care Policy and Aging Research
  o http://www.ihhcpar.rutgers.edu/
• Center for Advanced Biotechnology and Medicine
  o http://www3.cabm.rutgers.edu/
• Environmental and Occupational Health Sciences Institute
  o http://eohsi.rutgers.edu/
• Brain Health Institute
  o https://brainhealthinstitute.rutgers.edu/
• Rutgers Institute for Translational Medicine and Science
  o http://ritms.rutgers.edu/

According to the RBHS Policy for Postdoctoral Fellows, revised on July 2013, a Postdoctoral
Appointee or fellow is “an individual who has recently earned a Ph.D., M.D. or equivalent
doctoral degree, and who join the units of RBHS full-time for a limited period of time to
continue advanced research studies and receive additional professional training under the
supervision of a member of the faculty.

The position is meant to broaden the individual’s scientific background and provide additional
research and scholarly training and experience. Postdoctoral Appointees are classified as
students. They may retain the title of Postdoctoral Appointee for a maximum of five years at
RBHS or six years of total postdoctoral appointment at any institution, contingent upon
satisfactory performance. Beyond that period they may be hired under another appropriate title,
such as Research Associate.”

Note: The information in this guide was compiled in April 2017 to provide information to frequently asked questions regarding postdoc employment and life at Rutgers. While we make every effort to stay current on policies, processes, and key contacts for postdocs, we cannot guarantee the complete accuracy of all the information. Postdocs should consult with their department coordinator to ensure they have the most current information.
As a full-time Postdoctoral Fellow, you have no employee/employer relationship with RBHS, and as such, you are only eligible for the following benefits detailed on the RBHS Policy for Postdoctoral Fellows:

- **Stipend:** Newly appointed Postdoctoral Appointees or fellows must receive financial support no lower than the current NIH NRSA stipend appropriate to years of experience. 
  Postdoctoral Stipend levels for FY 2017:

- **Health Benefits and Life Insurance:** The human resources coordinator will send you the health insurance enrollment forms for the Postdoctoral Fellows Health Insurance plan with UnitedHealthcare Student Resources, as well as the Unum Term Life and AD&D insurance plan. The health insurance coverage starts within 24-48 hours of enrollment.

  You will receive a confirmation of enrollment from United Healthcare Student Resource and will be asked to print your insurance card.
  https://www.universityhealthplans.com/letters/letter.cgi?group_id=288. Insureds may enroll their eligible dependents with UHR.

  - **Health Benefits:** Coverage starts within 24 to 48 hours of enrollment.
    https://www.universityhealthplans.com/letters/letter.cgi?group_id=288
    - Medical Plans
    - Dental Plan: You may enroll on a voluntary basis
    - Vision Plan: You may enroll on a voluntary basis
      - https://www.universityhealthplans.com/letters/letter.cgi?group_id=170

  For questions regarding the Student Health Insurance Plan administered by United Healthcare Student Resources (UHCSR), contact the Student Health Insurance Office, call 848-932-8285. You can also send an email inquiry to insure@rutgers.edu.

  You may also contact, **Kenneth Young**, Assistant Director of Risk Control & Insurance Management, Email: youngke@ca.rutgers.edu, Phone: 973-972-6617 Fax: 973-972-2382.

  - **Vacation:** In addition to official University Holidays, Postdoctoral Fellows are eligible to one day accrued paid vacation per calendar month of appointment.

---

**Note:** The information in this guide was compiled in April 2017 to provide information to frequently asked questions regarding postdoc employment and life at Rutgers. While we make every effort to stay current on policies, processes, and key contacts for postdocs, we cannot guarantee the complete accuracy of all the information. Postdocs should consult with their department coordinator to ensure they have the most current information.
- **Sick leave:** Postdoctoral fellows have up to **15 days** of sick leave per year.

- **New Child Leave:** According to the RBHS Policy for Postdoctoral Appointees (Fellows), you are eligible for up to six weeks new child leave with full pay.

- **New York Academy of Sciences (NYAS) Membership:** First year postdoctoral fellows are eligible for one year free membership at the NYAS. For more information, contact Kimberly Pemberton, pemberki@gsbs.rutgers.edu, 973-972-8384.

- Postdoctoral Appointees may **attend graduate courses** at the Graduate School of Biomedical Sciences according to the following policy. [http://rbhs.rutgers.edu/opaweb/pd-dev/gsbs-courses.htm](http://rbhs.rutgers.edu/opaweb/pd-dev/gsbs-courses.htm)

For more detailed information about your benefits please visit the [OPA RBHS information website](http://rbhs.rutgers.edu/opaweb/umdnj_info/policy.htm) and read the [RBHS Policy for Postdoctoral Fellows](http://rbhs.rutgers.edu/opaweb/docs/RBHS%20Chancellor%20Policy_Post%20Doctoral%20Appointees_6.20.13[1].pdf)

---

**Housing for Postdoctoral Researchers**

**Rutgers-New Brunswick**

Coordination for postdoctoral researchers’ housing is done through communication between the hiring department coordinator and Ms. Nancy Sullivan, Assistant Manager for the Economic Development Management Team at the Office of Institutional Planning and Operations.

Nancy Sullivan  
**Economic Development Management Team**  
**Institutional Planning and Operations**  
Rutgers, The State University of New Jersey  
33 Knightsbridge Road  
Piscataway, NJ 08854  
848-932-4448  
ns647@ipo.rutgers.edu

*Note:* The information in this guide was compiled in April 2017 to provide information to frequently asked questions regarding postdoc employment and life at Rutgers. While we make every effort to stay current on policies, processes, and key contacts for postdocs, we cannot guarantee the complete accuracy of all the information. Postdocs should consult with their department coordinator to ensure they have the most current information.
Postdoctoral researchers qualify for housing under Rutgers Faculty and Staff Short Term Housing Program.

For additional information about this program, please visit the following website:

If you have questions about off-campus housing visit their website, http://ruoffcampus.rutgers.edu/our-services/ or contact their office.

Off-Campus Living and Community Partnerships

39 Union Street
New Brunswick, NJ 08901
Phone: 848.932.5500
RUoffcampus@echo.rutgers.edu

Rutgers-Newark

Coordination for postdoctoral researchers’ housing is done through communication between the hiring department coordinator or supervisor and Ms. Ayat Ibraheim, Assistant Director of Housing Administration.

The department coordinator or supervisor contacts Ayat Ibraheim and request housing for the upcoming postdoc. Postdoctoral researchers are placed on a waiting list, in which students have priority. For more information about housing arrangements, contact your department coordinator.

Office of Housing & Residence Life Housing Staff
https://housing.newark.rutgers.edu/
Phone: 973-353-1037

Assistant Director of Housing Administration
Ayat Ibraheim
aei3@andromeda.rutgers.edu

Note: The information in this guide was compiled in April 2017 to provide information to frequently asked questions regarding postdoc employment and life at Rutgers. While we make every effort to stay current on policies, processes, and key contacts for postdocs, we cannot guarantee the complete accuracy of all the information. Postdocs should consult with their department coordinator to ensure they have the most current information.
Transportation

Rutgers-New Brunswick

The Rutgers-New Brunswick/Piscataway inter-campus bus and shuttle system is a service provided for all five campuses (Busch, College Ave., Douglass, Cook, & Livingston). It is available to all members of the university community.

For more information about routes and schedules visit their website: http://parktran.rutgers.edu/campusbuses.shtml.

Department of Transportation Services
New Brunswick
Public Safety Building
55 Commercial Avenue
New Brunswick, NJ 08901
Main Office 848-932-7744
Fax 732-932-1450
Bus Dispatch 848-932-7817

Cashier and General
Office Hours
Monday - Friday
8:30AM - 5:00PM
September & Holiday
Hours May Vary

Campus Map:
http://parktran.rutgers.edu/DOTS_files/0297%20Campus%20Map.pdf

Rutgers–New Brunswick is situated at the center of the Northeast Corridor that runs from Boston to Washington, D.C. It's 38 miles from New York City and 65 miles from Philadelphia. You can find our campus by rail, bus & air. For more information about these services, please visit their website: http://newbrunswick.rutgers.edu/visit/maps-directions-parking.

Note: The information in this guide was compiled in April 2017 to provide information to frequently asked questions regarding postdoc employment and life at Rutgers. While we make every effort to stay current on policies, processes, and key contacts for postdocs, we cannot guarantee the complete accuracy of all the information. Postdocs should consult with their department coordinator to ensure they have the most current information.
Rutgers-Newark

The new transportation service in Newark will have three core routes, Campus Connect, Newark Penn Station and Kearny, in addition to the existing Rutgers-Newark Penn Station Midnight Express security shuttle.

For more information about routes and schedules, visit their website: [http://parktran.rutgers.edu/nwktransport.shtml](http://parktran.rutgers.edu/nwktransport.shtml)

Department of Transportation Services
Newark
Blumenthal Hall
249 University Avenue
Newark, NJ 07102
Main Office 973-353-1839
Fax 973-353-5873

Cashier and General
Office Hours
Monday, Tuesday, Wednesday (Until 5 PM), Thursday and Friday
9:00AM - 3:30PM
September & Holiday
Hours May Vary

Campus Map:
[http://www.newark.rutgers.edu/MAPS](http://www.newark.rutgers.edu/MAPS)

Rutgers University in Newark spans two campuses -- the Rutgers University-Newark campus and the Rutgers Biomedical and Health Sciences Campus in Newark. It is accessible by car and public transportation. For more information about these services, please visit their website: [http://www.newark.rutgers.edu/maps-and-directions](http://www.newark.rutgers.edu/maps-and-directions).

Note: The information in this guide was compiled in April 2017 to provide information to frequently asked questions regarding postdoc employment and life at Rutgers. While we make every effort to stay current on policies, processes, and key contacts for postdocs, we cannot guarantee the complete accuracy of all the information. Postdocs should consult with their department coordinator to ensure they have the most current information.
Checklist

- **Appointment letter**
  - At least two weeks prior to the initial appointment, you should receive an appointment letter from Rutgers, that indicates the start date, salary, principal investigator or supervisor, project name, end date of appointment, and a brief account of your benefits.
  
  - A sample appointment letter is included in this information package. If you have not received an appointment letter like the one included here, contact us.
    - opa@oq.rutgers.edu or 848-445-1800

- **RUconnection ID card**
  - Postdoctoral Fellows can get their RU ID cards at the corresponding ID card locations.
    - [http://pst.rutgers.edu/locations.php](http://pst.rutgers.edu/locations.php)
  
  - To receive the RU ID card, you must have a completed employee record in the PeopleSoft payroll system three business days before requesting an ID card.
  
  - Departments can complete a new employee's record before the employee's first day of work.
  
  - Confirm with your hiring department, unit or school that your employee record has been completed promptly before requesting an RUconnection ID Card.
  
  - At the card-printing location, you will have to show a valid form of government-issued identification and will take a quick photo to be printed on the card.
  
  - For additional information about the RUconnection ID Card, please visit the ID Card website at [http://pst.rutgers.edu](http://pst.rutgers.edu), or email IDquestions@aps.rutgers.edu.

- **NetID & email**
  - You are assigned a unique Rutgers ID number, known as NetID.
  
  - Please visit the following site to activate your NetID and set a password. [https://netid.rutgers.edu/index.htm](https://netid.rutgers.edu/index.htm)

---

*Note: The information in this guide was compiled in April 2017 to provide information to frequently asked questions regarding postdoc employment and life at Rutgers. While we make every effort to stay current on policies, processes, and key contacts for postdocs, we cannot guarantee the complete accuracy of all the information. Postdocs should consult with their department coordinator to ensure they have the most current information.*
During the activation process, you will establish your Rutgers email address and set up services. Additional information on computing resources can be found in the Faculty Staff Technology Guides, https://techguides.rutgers.edu/fs.

- Parking Permit
  - You can purchase a parking permit online or in person at their campus parking office. Visit the Department of Transportation Services website for the fee schedule, parking maps, and other transportation resources. http://parktran.rutgers.edu/
  - Rutgers University parking permit fees are based on an employee's annual salary. To determine your yearly parking permit fee, use the Rutgers Parking Permit Fee Calculator found on the following website:
    - http://rudots.rutgers.edu/RateCalc2.htm
  - With a Faculty/Staff parking hangtag you can park in any open access Faculty/Staff (F/S) parking lot unless you have been assigned to a gated F/S parking lot, in which case you will need a keycard.
  - For a list of F/S parking lots visit: http://rudots.rutgers.edu/parkinglots.shtml

- International postdocs, make sure to:
  - Identify your primary contacts and Rutgers Global representatives.
  - Check-in with Rutgers Global within 30 days of arrival.
  - Attend Rutgers Global welcome orientation.
  - Update Rutgers Global of any changes you make.

- Check the Office of Postdoctoral Affairs’ (OPA) website to learn about resources available to you.
  - http://postdocs.rutgers.edu/

- Subscribe to the OPA mailing list
  - http://postdocs.rutgers.edu/

- Participate in OPA monthly activities:
  - Career Development workshops & events
  - Drop-in Coffee Hour once a month
  - Register for a welcome or information session

Note: The information in this guide was compiled in April 2017 to provide information to frequently asked questions regarding postdoc employment and life at Rutgers. While we make every effort to stay current on policies, processes, and key contacts for postdocs, we cannot guarantee the complete accuracy of all the information. Postdocs should consult with their department coordinator to ensure they have the most current information.
Join Rutgers Postdoctoral Association
  o Visit their website:
    ▪ https://rutgerspda.wordpress.com/
  o Join their Facebook group:
    ▪ www.facebook.com/groups/rutgersPDA/
  o Questions? Contact Rutgers PDA:
    ▪ rutgerspda@gmail.com
    ▪ Dr. Itzamarie Chevere-Torres, PDA New Brunswick/Piscataway, Adviser
    ▪ Dr. Doreen Badheka, PDA Newark, Adviser

Working and Living in New Jersey

Visit the links below to learn general information about navigating Rutgers University.

RU-Info

http://ucm.rutgers.edu/about/ru-info

Campus Safety

http://www.rutgers.edu/about/campus-safety

List of Resources for Faculty & Staff that may be helpful to you as well:

http://www.rutgers.edu/info/information-faculty-staff

Note: The information in this guide was compiled in April 2017 to provide information to frequently asked questions regarding postdoc employment and life at Rutgers. While we make every effort to stay current on policies, processes, and key contacts for postdocs, we cannot guarantee the complete accuracy of all the information. Postdocs should consult with their department coordinator to ensure they have the most current information.
Visit the UHR “Local Community” page, [http://uhr.rutgers.edu/local-community-0](http://uhr.rutgers.edu/local-community-0), to learn about:

- **Airports**
  - Newark (NJ)-Liberty
  - JFK (NY)
  - La Guardia International (NY)
  - Philadelphia International
  - Stewart International
  - Teterboro
  - Atlantic City International

- **Area Maps**
  - New Jersey Maps Online
  - Rutgers University Campus Maps

- **Arts & Cultural Interests**

- **County Cultural and Heritage Commissions** – Hunterdon, Mercer, Middlesex, Monmouth, Somerset, Union
  - Jayne Voorhees Zimmerli Museum
  - New Jersey Symphony Orchestra
  - New Jersey Performing Arts Center
  - Newark Museum
  - PNC Arts Center
  - State Theatre - New Brunswick

- **Childcare**
  - Discounted childcare services for RU employees

- **Daily Newspapers & Magazines**
  - Asbury Park Press
  - Bridgewater Courier News
  - The Newark Star Ledger
  - NJ Monthly Magazine
  - The Home News/Tribune
  - The New York Times

---

**Note:** The information in this guide was compiled in April 2017 to provide information to frequently asked questions regarding postdoc employment and life at Rutgers. While we make every effort to stay current on policies, processes, and key contacts for postdocs, we cannot guarantee the complete accuracy of all the information. Postdocs should consult with their department coordinator to ensure they have the most current information.
• Getting Around - Transportation
  o AMTRAK
  o EZ Pass
  o NJ Commuter Resources
  o NJ Department of Transportation
  o NJ Transit
  o NJ Turnpike and Parkway
  o New York Metropolitan Transportation Authority
  o Port Authority Trans Hudson (PATH)

• Government

• State of New Jersey

• K-12 County Superintendent of Schools
  o Hunterdon, Mercer, Middlesex, Monmouth, Somerset, Union
  o NJ School Report Card

• Moving In
  o Find a Realtor

• Recreation & History
  o County Park Commissions – Hunterdon, Mercer, Middlesex, Monmouth, Somerset
  o Edison National Historic Site
  o Ellis Island National Monument
  o New Jersey Coastal Heritage Trail Route
  o New Jersey Historical Society
  o New Jersey Sports and Exposition Authority
  o Rutgers Recreation

• Travel and Tourist Information
  o New Jersey
  o New York
  o New York City
  o Pennsylvania
  o Philadelphia

Note: The information in this guide was compiled in April 2017 to provide information to frequently asked questions regarding postdoc employment and life at Rutgers. While we make every effort to stay current on policies, processes, and key contacts for postdocs, we cannot guarantee the complete accuracy of all the information. Postdocs should consult with their department coordinator to ensure they have the most current information.
Entertainment Opportunities at Rutgers & around New Jersey

At Rutgers, you will find a multitude of sporting events, entertainment opportunities, restaurants, and retail shopping at Rutgers University.

Events Calendar
Find out what events are happening on campus. You can search by date, location, category, organization, or keyword.
- http://ruevents.rutgers.edu/events/

Recreational Facilities
Rutgers is home to several indoor and outdoor recreational facilities with pools, courts, equipment, tracks, and fields. Numerous noncredit classes and special programs are held throughout the year.
- http://nb.rutgers.edu/student-experience/athletics-recreation

Rutgers Art and Culture
Cultural and performing arts are plentiful at Rutgers. Museums, art galleries, concerts, and theatrical performances are all available at Rutgers!
- http://newbrunswick.rutgers.edu/campus-life/arts-culture

Rutgers Athletics
From football to soccer, wrestling to lacrosse, over 600 Rutgers men and women student-athletes compete in the university's sport programs. The university sponsors 24 Division I sports in the Big Ten, one of the most prestigious and elite DI conferences in the nation.
- http://www.rutgers.edu/athletics

Note: The information in this guide was compiled in April 2017 to provide information to frequently asked questions regarding postdoc employment and life at Rutgers. While we make every effort to stay current on policies, processes, and key contacts for postdocs, we cannot guarantee the complete accuracy of all the information. Postdocs should consult with their department coordinator to ensure they have the most current information.
Check the following links for information about activities, events and places to visit around New Jersey.

http://www.funnewjersey.com/

http://www.state.nj.us/nj/things/

http://www.visitnj.org/nj/attractions

http://www.njfamily.com/Things-To-Do-In-NJ-This-Weekend/

http://www.nj.com/events/things-to-do/

http://newjerseyisntboring.com/

______________________________

Dining Services at Rutgers

______________________________

The following links provide information about dining services that can be found at Rutgers University.

New Brunswick/Piscataway Campus:
http://newbrunswick.rutgers.edu/campus-life/campus-dining

Food Delivery Services in New Brunswick/Piscataway Campus:
http://www.scarletmenus.com/

Newark Campus:
https://www.newark.rutgers.edu/where-eat

Note: The information in this guide was compiled in April 2017 to provide information to frequently asked questions regarding postdoc employment and life at Rutgers. While we make every effort to stay current on policies, processes, and key contacts for postdocs, we cannot guarantee the complete accuracy of all the information. Postdocs should consult with their department coordinator to ensure they have the most current information.