POLICY ʹ Expat Employees Benefit 
 
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The American University of Kurdistan 
Policy of Expat Employees Benefit 
 
 
 
 
 
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III. DEFINTION 
The Expat Employees Benefit Package is a combination of basic salary plus all the benefits in 
kind offered to an employee on international assignment. It is made up of a variety of 
benefits from additional living (Accommodation), Travel costs to international schooling fees 
for dependents and so forth. Any employee who is not an Iraqi citizen and whose point of 
hire is outside of Iraq is classified as an Expatriate according to AUK policy and guidelines. 
 
IV. POLICY STATEMENT 
This policy governs the benefits afforded to expat individuals employed by AUK. 
To maintain an effective and sustainable employee recruitment and retention system, AUK 
strives to provide the best benefit package. Benefits include: 
1- Leave: 
x Regular full-time employees accrue sick leave. 
x Employee is eligible for all Type of Leaves. 
 
2- Holidays: 
x Employees are eligible for AUK recognized public holidays during the year. 
 
3- Travel Expenses: 
x AUK covers all Visa costs for the employee, spouse and one dependent child up to 
the age (16). 
x AUK covers all Residence Card costs for the employee, legal spouse and one 
dependent child up to the age (16). 
x One inbound airfare ticket for employee, employee’s legal spouse, and one dependent 
child up to the age (16) upon the commencement of the employment term. 
x One outbound airfare ticket for employee, employee’s legal spouse, and one dependent 
child up to the age (16) upon the end of service/employment at AUK; there are no airfare 
tickets at the end of term and renewal contracts. 
 
4- Other Benefits: 
x Temporary housing for five nights at a hotel upon arrival. 
x Temporary transportation service for three days. 
x Housing allowance (per AUK’s Housing Policy) once the employee is physically on 
AUK Campus. 
x Education allowance of $150 monthly for one minor child up to the age of 16 to be 
paid as long as the child is registered at a school within the KRI. 
x Additional benefits may be offered if specifically outlined in externally funded grants. 
x Other allowances as stated in the contract.

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x Be hired as a full-time employee, either as 1) a faculty member within one of the academic