Information sheet

on the partial reimbursement of relocation costs to newly appointed professors at the UZH who are moving from abroad

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<tr>
<th>Relocation within Europe</th>
<th>¾ or a maximum of CHF 15'000.-</th>
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<tr>
<td>Relocation from overseas</td>
<td>¾ or a maximum of CHF 24'000.-</td>
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Relocation costs can only be reimbursed within one year of the beginning of the professorship.

The following are considered to be relocation costs:

- Moving furniture, fixtures, household effects, cars, motorcycles, bicycles, etc. from the previous to the new domicile
- Personal transportation on the direct route for the professor, the partner, and any children living in the same household
- Translocation Services

The following costs are not eligible for reimbursement:

- Personal or possession transportation for other relatives or acquaintances
- Transportation of pets, including kenneling and support costs (e.g. quarantine)
- Hotel and meals on the trip from the old to the new domicile
- Other costs not listed under the costs eligible for reimbursement

How do I proceed?

The recipient must pay the relocation costs that become due. After payment, the request for reimbursement, including documentation, bills, and receipts, can be submitted to the UZH professorships office. If there is more than one position for reimbursement, we ask you to include a summary of all costs incurred.

Demand of repayment of a share of the relocation costs

The UZH will demand repayment of a share of the relocation costs if the recipient leaves the university for another position before completing six full years of service, or three years for an assistant professor.