



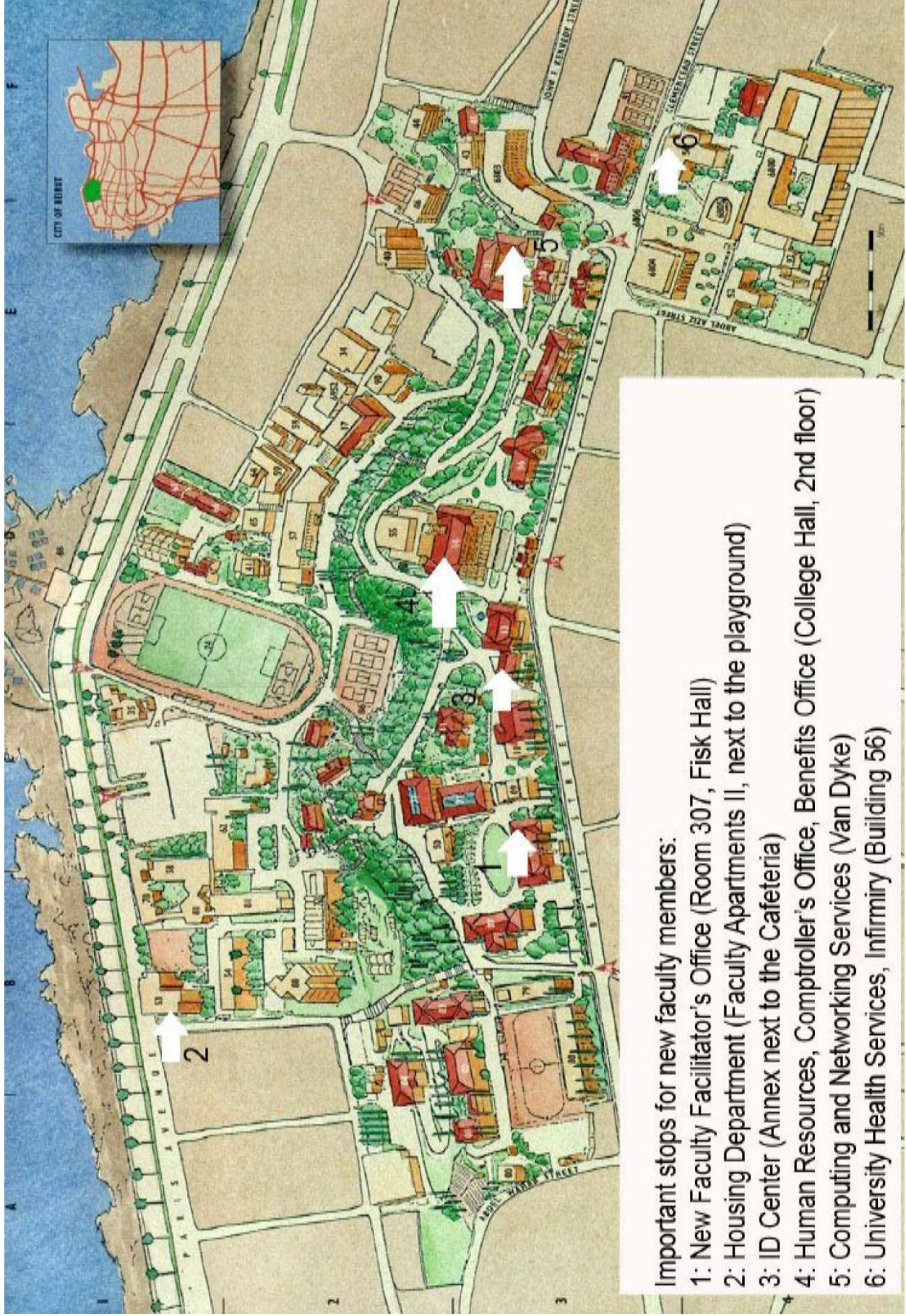
Post-Arrival Checklist

To help you get settled and complete your employment formalities, you will need to stop by the following offices on campus:

- The New Faculty Facilitator's Office
- The ID Center
- The Housing Department
- Human Resources
- The Comptroller's Office*
- The Benefits Office
- The Dean's office and your Department
- Office of Information Technology if you want to configure your laptop for wireless internet access**
- For more specific details about the location of these offices, please refer to the following map.

*You will first need to open a bank account at a bank in the Hamra area. Some banks require a passport, letter of appointment, IBAN, and AUB ID for that.

**You will need to present your AUB ID for laptop configuration.



Important stops for new faculty members:

- 1: New Faculty Facilitator's Office (Room 307, Fisk Hall)
- 2: Housing Department (Faculty Apartments II, next to the playground)
- 3: ID Center (Annex next to the Cafeteria)
- 4: Human Resources, Comptroller's Office, Benefits Office (College Hall, 2nd floor)
- 5: Computing and Networking Services (Van Dyke)
- 6: University Health Services, Infirmiry (Building 56)