

SUMMARY OF BENEFITS FOR BENEFITTED UNIVERSITY OF NORTH DAKOTA STAFF EMPLOYEES

BENEFIT	WHO PAYS	WHEN ELIGIBLE	SUMMARY OF BENEFIT
Annual Leave	The University	Upon Employment	0-3 Years: 8 hrs/Month; 4-7 Years: 10 hrs/Month; 8-12 Years: 12 hrs/Month; 13-18 Years: 14 hrs/Month; Over 18 Years: 16 hrs/Month. Maximum annual carryover of 240 hours.* Please see note below for leave restrictions.
Sick Leave	The University	Upon Employment	Sick Leave accrues at the rate of 8 hrs per month with unlimited accumulation.*
Holidays	The University	Upon Employment	8 hours paid for each of the following holidays: (New Years, Martin Luther King Day, President's Day (Feb), Good Friday, Memorial Day, Independence Day, Labor Day, Veterans Day (Nov), Thanksgiving and Christmas).*
Funeral Leave	The University	Upon Employment	In case of death in immediate family of employee or spouse. Up to three days paid time off to make arrangements and attend funeral.
Jury Duty Leave	The University	Upon Employment	Paid time for jury service
Military Duty Leave	The University	Upon Employment	Paid time for first 20 days of annual military duty
Health Insurance	UND pays the full premium for single or family coverage	Coverage is effective the 1st day of the month following month of employment	Enrollment must take place within 31 days of hire date to receive waiver of existing medical condition. Provides group hospital, surgical and medical protection.
State/UND Life Insurance	The University pays for basic policy, you pay for additional	Coverage is effective the 1st day of the month following month of employment	The University provides \$12,000.00 in term insurance. You may purchase additional term life insurance for yourself, spouse and dependents. Contact Payroll Office for details.
Employee Assistance Program	The University	Coverage is effective the 1st day of the month following month of employment	A confidential assessment/counseling referral service for you and your immediate family. Call 1-800-627-8220.
Dental Insurance	You through payroll deduction	Coverage is effective the 1st day of the month following month of employment	Optional coverage for you and your family if desired. Contact Payroll Office for details.
Vision Insurance	You through payroll deduction	Coverage is effective the 1st day of the month following month of employment	Optional coverage for you and your family if desired. Contact Payroll Office for details.
Long Term Disability	The University	Upon Employment	Provides income to employees who are unable to perform job duties because of long term illness or accident.
Cancer and Intensive Care	You through payroll deduction	Upon Employment	Optional coverage for you and your family if desired. Contact Payroll Office for details.
Workers Compensation	The University	Upon Employment	Compensation for job related injury or death; provides medical expense coverage for job related injury or illness
Flex Comp	University pays administrative costs	Coverage is effective the 1st day of the month following month of employment	An optional benefit that allows employees the opportunity to pay for medical and dependent care expenses with tax-free dollars instead of after-tax dollars.
Retirement Plan	NDPERS – You and the University TIAA – You and the University	Upon Employment	NDPERS PLAN – Retirement contributions are a percent of your salary. EE**: 3.0%, ER ***: 12.26%. TIAA – Retirement benefits based on accumulations and age at retirement. Retirement contributions are based on years of service and academic appointment. 0-2 years of service-EE**: 3.5%, ER***: 7.5%; 3-10 yrs of service-EE: 4.5%, ER: 12.5%; 10+ years of service-EE 5.0%, ER: 13% (Associate and Full Professors start at 3-10 rate).
Social Security	You and the University	Upon Employment	Retirement benefits at normal retirement per Social Security Administration. May take reduced benefits at age 62. Life income for total permanent disability. Lump sum payment on death. Monthly income for qualified survivors. Medical benefits for those 65 or over.
Supplemental Retirement Annuities	You	Upon Employment	Annuity amount is determined by dollars contributed and age at retirement.
Athletic Events & Facilities	You and the University	Upon Employment	Discounted season tickets to home athletic events. Use of various facilities and programs. Contact Athletics.
Libraries	The University	Upon Employment	Use of UND libraries authorized upon presentation of UND staff ID Card
Educational Opportunities	You and the University	Upon Employment	Based on approval of Department head, the opportunity to take three courses per calendar year with tuition waived.
Spouse/Dependent Tuition Waiver	You and the University	Upon Employment	Spouse and dependents of benefitted UND employees are eligible for a 50% tuition waiver as defined in the Employee Spouse and Dependent Tuition Waiver Policy. For more information, visit UND.edu/tuitionwaiver
Credit Union	You	Upon Employment	This cooperative organization is available to you as an employee for savings, loans and share drafts. Contact Credit Union for details.

Employee | *Employer

*Leave accrual/carryover and paid holidays are pro-rated for part-time benefitted employees based on hours worked per week

NOTE: Except for calendar year of hire, employees must use 40 hours of annual leave each calendar year.