



## INFORMATION FOR TERMINATING EMPLOYEES

### **Health, Dental & Vision Insurance**

- Insurance coverage ends at the end of the month following the month of termination. (Term 09-15-20 coverage ends on 10-31-20).
- Health, dental & vision insurance may be continued for up to 18 months. Employee is sent COBRA continuation information from the NDPERS Office in Bismarck. If the employee wishes to continue the health, dental or vision coverage they complete the form & return it to NDPERS. The monthly premium is taken directly from your bank account. For current rates contact NDPERS at (800) 803-7377 or Vicki in HR/Payroll.

### **Optional Insurance**

- Life insurance (NDPERS Life/UND Life) and AFLAC insurance may be continued. Premiums are submitted directly to the company (rates may vary). Employee will receive information directly from the provider for the NDPERS Life and Aflac. Please contact Vicki in HR/Payroll regarding the continuation of coverage for the UND Life insurance.

Contact Vicki in HR/Payroll at (701) 777-2158 or [vicki.robertson@und.edu](mailto:vicki.robertson@und.edu) with any other questions.

### **Retirement**

NDPERS retirement account options available:

- Leave account in NDPERS for later withdrawal.
- If money is left in the account, funds and years of service stay with you if transferring to another state agency with NDPERS.
- The money will continue to earn interest. .
- Receive refund of employee portion, minus 20% for Federal tax. A 10% IRS penalty will be assessed when taxes are done for the year the money was received. Contact Katie in HR/Payroll or NDPERS for paperwork to withdraw funds.

TIAA retirement account options available:

- Leave account in TIAA for later withdrawal, interest will continue to accumulate.
- Contact TIAA at (800) 842-2776 or [www.tiaa.org](http://www.tiaa.org) for information regarding a withdrawal of your account.

. Contact Katie in HR/Payroll at (701) 777-2157 or [katie.douthit@und.edu](mailto:katie.douthit@und.edu) with any other questions.

## **FlexComp**

- If currently enrolled contact Cheryl in the HR/Payroll Office with any questions you may have at (701) 777-4423 or [cheryl.artz@und.edu](mailto:cheryl.artz@und.edu)

## **Vacation/Sick Leave Payout**

- Leave will be paid out on the final pay check.
- Employees who have been earning leave for 10 years or more receive 10% of their sick leave balance.

## **Address Change**

- Please change your address in HRMS, this will take care of UND and other benefits with the exception of TIAA. You can login to your account at [www.tiaa.org](http://www.tiaa.org) to change your address for TIAA.