Benefits Design & Management

Benefits orientation
Comprehensive benefits package

- Low-cost, affordable health care, disability and life insurance benefits
- Paid leave benefits
- Qualified tuition reduction program
- Disability insurance programs
- Mandatory and voluntary retirement programs
Online tools – Benefits Guide

Administration
- COBRA coverage
- Eligibility and enrollment
- Healthcare reform
- Health Insurance
- Marketplace Notice
- HIPAA notice
- Glossary
- More legislation
- Plan beneficiaries
- Plan contacts

Health
- Dental plans
- Employee wellness
- Healthcare accounts
- Mayo Clinic partnership
- Medical plans
- Pharmacy plan
- Vision plans

Financial Security
- Child and adult day care FSA
- Disability insurance program
- Leaves and holidays
- Life insurance program
- Qualified tuition reduction
- Voluntary benefit plans

Retirement
- Mandatory: ASRS, ORP, PSPRS
- Voluntary: 403(b), 457(b)

cfo.asu.edu/benefits-guide
Benefits eligibility

Faculty and staff
- Regularly scheduled to work 20 hours or more per week (.5 FTE)
- For at least 90 days

Eligible dependents
- Your spouse
- Your child under age 26
- Your disabled child age 26 or older, if eligible
Medical and pharmacy plans

Learn more
Benefits Guide | Health
cfo.asu.edu/benefits-guide

See plan document for exclusions and limitations.
Medical plans and networks*

- **EPO**
  - Exclusive provider organization
  - Aetna
  - Blue Cross Blue Shield of AZ
  - Cigna
  - UnitedHealthcare

- **PPO**
  - Preferred provider organization
  - Aetna
  - Blue Cross Blue Shield of AZ
  - UnitedHealthcare

- **HSA option**
  - High-deductible health plan
  - Aetna

*Plan and network changes can be made only during the annual open enrollment period.
## Medical plans comparison

### Plan year deductibles and out-of-pocket maximums

<table>
<thead>
<tr>
<th></th>
<th>EPO</th>
<th>PPO</th>
<th>HSA option</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>In-network</td>
<td>In-network</td>
<td>Out-of-network</td>
</tr>
<tr>
<td><strong>Individual</strong></td>
<td>None</td>
<td>$500</td>
<td>$1,000</td>
</tr>
<tr>
<td><strong>Deductible</strong></td>
<td>None</td>
<td>$1,000</td>
<td>$4,000</td>
</tr>
<tr>
<td><strong>Out-of-Pocket</strong></td>
<td>None</td>
<td>$1,000</td>
<td>$2,000</td>
</tr>
<tr>
<td><strong>Maximum</strong></td>
<td>None</td>
<td>$2,000</td>
<td>$8,000</td>
</tr>
</tbody>
</table>
# Medical plans comparison

## Preventive care office visits

<table>
<thead>
<tr>
<th></th>
<th>EPO</th>
<th>PPO In-network</th>
<th>PPO Out-of-network</th>
<th>HSA option In-network</th>
<th>HSA option Out-of-network</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Primary care physician</strong></td>
<td><strong>$15</strong></td>
<td><strong>$15</strong></td>
<td>50% After deductible</td>
<td><strong>$0</strong></td>
<td>50% Coinsurance after deductible</td>
</tr>
<tr>
<td><strong>OB/GYN</strong></td>
<td><strong>$10</strong></td>
<td><strong>$10</strong></td>
<td>50% Subject to deductible</td>
<td><strong>$0</strong></td>
<td>50% Coinsurance after deductible</td>
</tr>
<tr>
<td><strong>Specialist</strong></td>
<td><strong>$30</strong></td>
<td><strong>$30</strong></td>
<td>50% After deductible</td>
<td><strong>$0</strong></td>
<td>50% Coinsurance after deductible</td>
</tr>
</tbody>
</table>

*Note: After deductible and Subject to deductible.*

---

*ASU Arizona State University*
International coverage

Emergency and urgent care

- EPO
- HSA option
- PPO
Medical plans before-tax premium rates per pay period

<table>
<thead>
<tr>
<th>Coverage level</th>
<th>EPO</th>
<th>PPO</th>
<th>HSA option</th>
</tr>
</thead>
<tbody>
<tr>
<td>Employee only</td>
<td>$18.46</td>
<td>$47.08</td>
<td>$9.23 + HSA</td>
</tr>
<tr>
<td>Employee + spouse</td>
<td>$54.92</td>
<td>$99.23</td>
<td>$27.69 + HSA</td>
</tr>
<tr>
<td>Employee + one child</td>
<td>$46.62</td>
<td>$66.46</td>
<td>$23.54 + HSA</td>
</tr>
<tr>
<td>Family</td>
<td>$102.00</td>
<td>$115.85</td>
<td>$51.23 + HSA</td>
</tr>
</tbody>
</table>
Pharmacy benefit for all plans

MedImpact

- Retail pharmacy
- Large national network of providers
- If medical coverage elected, can use pharmacy benefit for dental and vision pharmacy expenses.
- No MedImpact ID card. Information located on back of medical ID card.

Walgreens Mail Service Pharmacy

- Mail order through Walgreens Mail Service only
- Specialty prescription services
## Pharmacy benefit for all medical plans

<table>
<thead>
<tr>
<th></th>
<th>Generic</th>
<th>Preferred (Formulary)</th>
<th>Non-preferred (Non-formulary)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Retail (30-day supply)</td>
<td>$10</td>
<td>$20</td>
<td>$40</td>
</tr>
<tr>
<td>Retail (90-day supply)</td>
<td>$25</td>
<td>$50</td>
<td>$100</td>
</tr>
<tr>
<td>Mail order (90-day supply)</td>
<td>$20</td>
<td>$40</td>
<td>$80</td>
</tr>
</tbody>
</table>

**For HSA Option participants:** Subject to plan deductible before co-pay applies for non-preventative prescriptions. Pharmacy costs apply to out-of-pocket maximum.
Health care accounts

Learn more
Benefits Guide | Health

cfo.asu.edu/benefits-guide

See plan document for exclusions and limitations.
Health care accounts comparison

Health care FSA
- EPO, PPO or no medical coverage
- $2,550 annual employee contribution limit
- Use it or lose it each calendar year
- $500 carryover
- Requires enrollment each calendar year

HealthFund HSA*
- Employee and university contributions subject to IRS limits
- Option to invest funds
- Can change employee contribution at any time
- Contributions roll over from year to year

Limited health care FSA*
- Dental and vision expenses only
- $2,550 annual employee contribution limit
- Use it or lose it each calendar year
- $500 carryover
- Requires enrollment each calendar year

*Available only to Aetna HSA Option participants
Health care flexible spending account

Offered with:

- EPO
- or
- PPO
- or
- No medical insurance

- Health care FSA

- Before-tax employee contributions reduce your taxable income and increase your take home pay
- Pay for uninsured, eligible medical, dental and vision expenses incurred by you and your tax-qualified dependent(s)
- $2,550 per employee IRS annual limit
- Use it or lose it with $500 carry over provision
- Requires enrollment each calendar year
HealthFund health savings account

Offered only with:

High-deductible medical insurance (Aetna HSA Option)

Employer contribution
Automatic

- Automatic employer contributions
- Voluntary before-tax employee contributions reduce your taxable income and increase your take home pay
- Pay for uninsured, eligible health care expenses incurred by you and your tax-qualified dependent(s)

Employee contribution
Voluntary

- Funds are portable
- Balance rolls over from year to year and earns interest
- Can only use funds currently credited to account
- Subject to IRS annual contribution limits
- Can change employee contribution at any time
## HealthFund HSA contribution limits

<table>
<thead>
<tr>
<th>Coverage level</th>
<th>2017 voluntary employee before-tax contribution (under age 55)</th>
<th>2017 automatic university contribution *Based on 26 pay periods</th>
<th>2017 combined contribution limit (under age 55)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Single coverage</td>
<td>Up to $2,680</td>
<td>$720 *$27.70 per pay period</td>
<td>$3,400</td>
</tr>
<tr>
<td>Other than single coverage</td>
<td>Up to $5,310</td>
<td>$1,440 *$55.39 per pay period</td>
<td>$6,750</td>
</tr>
<tr>
<td>Age 55+ catch-up: additional $1,000</td>
<td></td>
<td></td>
<td>Age 55+ catch-up additional $1,000</td>
</tr>
</tbody>
</table>

Participants are responsible for managing contributions in accordance with federal guidelines and limits.
Limited health care flexible spending account

Offered only with:

- High-deductible medical insurance
- HealthFund HSA
- Limited health care FSA

- Before-tax employee contributions reduce your taxable income and increase your take home pay
- Pay for uninsured, eligible dental and vision expenses incurred by you and your tax-qualified dependent(s)
- $2,550 per employee IRS annual limit
- Use it or lose it with $500 carry over provision
- Requires enrollment each calendar year
Child and adult day care flexible spending account

Learn more
Benefits Guide | Financial Security
cfo.asu.edu/benefits-guide

See plan document for exclusions and limitations.
Pay day care expenses to work?

Child and adult day care FSA

• For your eligible child or adult day care expenses
• Contribute between $26 and $5,000 (before-tax) per household per calendar year
• Use it or lose it each calendar year
Dental plans

Learn more
Benefits Guide | Health
cfo.asu.edu/benefits-guide

See plan document for exclusions and limitations
Dental plans and networks

**Total Dental Administrators**
- Pre-paid plan
- Arizona and Utah network providers only
- Must select and use a Participating Dental Provider
- No annual deductible or maximums

**Delta Dental**
- PPO Plus Premier Network
- Nationwide network
- Freedom of choice for licensed dentist
- $50 deductible per person/calendar year, up to $150 per family/calendar year
- $2,000 maximum per person/calendar year
## Dental plans comparison

<table>
<thead>
<tr>
<th>Services</th>
<th>Total Dental Administrators</th>
<th>Delta Dental</th>
</tr>
</thead>
<tbody>
<tr>
<td>Preventive</td>
<td>100%</td>
<td>100% deductible waived</td>
</tr>
<tr>
<td>Basic Class II</td>
<td>See fee schedule</td>
<td>20%</td>
</tr>
<tr>
<td>Basic Class III</td>
<td>See fee schedule</td>
<td>50%</td>
</tr>
<tr>
<td>Orthodontia</td>
<td>Child $2,800-3,400 Adult $3,200-3,700</td>
<td>50% $1,500 per person lifetime maximum</td>
</tr>
<tr>
<td></td>
<td>*Participant costs</td>
<td>*Maximum Delta pays</td>
</tr>
<tr>
<td>Maximum benefits</td>
<td>No dollar limit</td>
<td>$2,000 per person per plan year</td>
</tr>
</tbody>
</table>
### Dental plans before-tax premium rates per pay period

<table>
<thead>
<tr>
<th>Coverage level</th>
<th>Total Dental Administrators</th>
<th>Delta Dental of Arizona</th>
</tr>
</thead>
<tbody>
<tr>
<td>Employee only</td>
<td>$1.86</td>
<td>$14.30</td>
</tr>
<tr>
<td>Employee + spouse</td>
<td>$3.72</td>
<td>$30.33</td>
</tr>
<tr>
<td>Employee + one child</td>
<td>$3.50</td>
<td>$23.34</td>
</tr>
<tr>
<td>Family</td>
<td>$6.12</td>
<td>$48.26</td>
</tr>
</tbody>
</table>
Vision plans

Learn more
Benefits Guide | Health
cfo.asu.edu/benefits-guide

See plan document for exclusions and limitations
# Avesis vision plan

<table>
<thead>
<tr>
<th>Advantage Vision Care</th>
<th>Discount Vision Care</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>In-network benefits</strong></td>
<td><strong>In-network only</strong></td>
</tr>
<tr>
<td>For out-of-network benefits, refer to Benefits Guide</td>
<td>Enrollment is automatic when Advantage option is waived</td>
</tr>
</tbody>
</table>

## Advantage Vision Care
- **Vision examination**: $10 copayment, once per 12 months
- **Frames**: covered up to $150
  - $100-$150 retail allowance
- **Elective contact lenses**: $150 allowance

## Discount Vision Care
- **Vision examination**: 20% discount, once per 12 months
- **Frames**: 20% discount
- **Elective contact lenses**: 10-20% discount
## Avesis vision plan before-tax premium rates per pay period

<table>
<thead>
<tr>
<th>Coverage level</th>
<th>Advantage plan</th>
<th>Discount plan</th>
</tr>
</thead>
<tbody>
<tr>
<td>Employee</td>
<td>$1.84</td>
<td>$0</td>
</tr>
<tr>
<td>Employee + spouse</td>
<td>$5.97</td>
<td>$0</td>
</tr>
<tr>
<td>Employee + one child</td>
<td>$5.89</td>
<td>$0</td>
</tr>
<tr>
<td>Family</td>
<td>$7.43</td>
<td>$0</td>
</tr>
</tbody>
</table>
Disability insurance program

Learn more
Benefits Guide | Financial Security
cfo.asu.edu/benefits-guide

See plan documents for exclusions and limitations
### Short-term disability insurance

<table>
<thead>
<tr>
<th>Insurance Provider</th>
<th>Recovery Options</th>
<th>Benefits</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Unum</strong></td>
<td>Can receive STD benefit plus paid leave*&lt;br&gt;($.71 per $100 of base pay)&lt;br&gt;70% of maximum salary covered&lt;br&gt;• Option A - $55,714&lt;br&gt;• Option B - $111,429&lt;br&gt;• Option C - $148,571</td>
<td>Includes $5,000 group term life and accidental death &amp; dismemberment</td>
</tr>
<tr>
<td><strong>The Hartford</strong></td>
<td>STD benefit reduced by any paid leave&lt;br&gt;$.39 per $100 of base pay (effective Jan. 1, 2017)&lt;br&gt;66 2/3% of maximum salary covered ($60,000)</td>
<td><em>Except workers’ compensation benefits, paid parental leave and compassionate transfer of leave (coordinated up to 100% of salary).</em></td>
</tr>
</tbody>
</table>
Long-term disability insurance

**Broadspire**
*ASRS participants*
- Pays 66 2/3% of base salary/pre-disability earnings.
- Cost is .16% of your gross salary in FY2018.

**The Hartford**
*ORP and PSPRS participants and postdoc scholars*
- Pays 66 2/3% of base salary/pre-disability earnings.
- No cost to you.
Life insurance program

Learn more
Benefits Guide | Financial Security
cfo.asu.edu/benefits-guide

See plan documents for exclusions and limitations.
Basic life insurance

The Hartford
$15,000

Aetna
Annual salary less $15,000

Basic life ASU pays for coverage = 1x your annual salary
Employee supplemental life insurance

**The Hartford**
- Available in $5,000 increments.
- Maximum of $500,000 or 3x salary, whichever is less.
- Future enrollments are subject to plan limitations.

**Aetna**
- 1x, 2x or 3x your annual salary or $1,000,000, whichever is less.
- Coverage over $500,000 requires evidence of good health and underwriting approval.
- Future enrollments may require evidence of good health and underwriting approval.
# Dependent life insurance

<table>
<thead>
<tr>
<th>The Hartford</th>
<th>Aetna</th>
</tr>
</thead>
<tbody>
<tr>
<td>$2,000</td>
<td>Spouse $5,000/child(ren) $2,500</td>
</tr>
<tr>
<td>$4,000</td>
<td>Spouse $10,000/child(ren) $5,000</td>
</tr>
<tr>
<td>$6,000</td>
<td>Spouse $25,000/child(ren) $12,500</td>
</tr>
<tr>
<td>$10,000</td>
<td>*Spouse $50,000/child(ren) $25,000</td>
</tr>
<tr>
<td>$12,000</td>
<td>*Requires evidence of good health and underwriting approval</td>
</tr>
<tr>
<td>$15,000</td>
<td></td>
</tr>
<tr>
<td>$50,000</td>
<td></td>
</tr>
</tbody>
</table>
Benefits enrollment instructions
How do I enroll for benefits?

If you are a new ASU employee, are rehired more than 30 days after separation from employment or are newly eligible for benefits:

• Complete online enrollment
• Submit all required supporting documentation to HR Benefits
• For online enrollment instructions, refer to the enrollment steps and benefits enrollment checklist documents in your NEO packet

Within 30 calendar days of your hire/eligibility date*

* Faculty and academic personnel: Your hire/eligibility date may start before your contract date. Refer to your offer letter or see your hiring manager for your enrollment deadline.
How do I enroll for benefits?

If you are a university transfer, agency transfer or rehire within 30 calendar days of separation:

• Submit a completed, signed benefits enrollment/change form to HR benefits (instructions on page one of this form)
• Submit all required supporting documentation to HR benefits
• Refer to the enrollment steps and benefits enrollment checklist in your NEO packet

Within 30 calendar days of your hire/eligibility date*

* Faculty and Academic Personnel: Your hire/eligibility date may start before your contract date. Refer to your offer letter or see your hiring manager for your enrollment deadline.
When are my benefits effective?

- Coverage is effective the first day of the pay period following hire or eligibility date and completion of enrollment.

- Benefits are not effective on your hire or eligibility date.

- Exceptions: Transfers and rehires within 30 calendar days of separation from ABOR, ASU, NAU, UA or state of Arizona agencies.
Benefits processing

• Allow 10 business days for benefits processing following submission of completed enrollment.

• Incomplete submissions may delay processing and result in retroactive premium deductions.
Insurance cards

- Medical, dental and vision ID cards will be mailed to your home address.

- Contact the provider if you don’t receive a card.

- Contact information is located in the Benefits Guide | Administration.
Verify your elections

My ASU [my.asu.edu](http://my.asu.edu)

<table>
<thead>
<tr>
<th>My Employment</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Benefits</strong></td>
</tr>
<tr>
<td><strong>My Benefits Summary</strong></td>
</tr>
<tr>
<td>Medical: United Healthcare EPO</td>
</tr>
<tr>
<td>Dental: Delta Dental 2013</td>
</tr>
<tr>
<td>Vision: Avesis</td>
</tr>
<tr>
<td>Retirement</td>
</tr>
<tr>
<td><strong>Dependent Beneficiary</strong></td>
</tr>
<tr>
<td><strong>Affordable Care Act</strong></td>
</tr>
<tr>
<td>Life Insurance</td>
</tr>
<tr>
<td>Disability Insurance</td>
</tr>
<tr>
<td>Flexible Spending Accounts</td>
</tr>
<tr>
<td>Voluntary Benefits</td>
</tr>
</tbody>
</table>

Immediately report discrepancies by email to [HRESC@asu.edu](mailto:HRESC@asu.edu)
Additional enrollment information
After your 30-day enrollment period

Enrollments and changes may be made only:

- During the annual benefits open enrollment period in the fall for coverage effective the following Jan. 1
- With a qualified life event
Must take action during the designated period in the fall for coverage effective the following Jan. 1

- Add or remove dependents
- Enroll, cancel or change plans
- Enroll in a flexible spending account (required each year)

Learn more [cfo.asu.edu/benefits-open-enrollment](cfo.asu.edu/benefits-open-enrollment)
Qualified life event changes

Must request changes in writing within 30 calendar days of a qualified life event

- Dependent status change
- Lose or gain coverage elsewhere
- Marital status change

Learn more cfo.asu.edu/faq/3077
Benefits communications

Check your ASU email frequently.

ASU Benefits will send communications containing benefits information and deadlines to your ASU email address.
Paid leave benefits

Learn more
Benefits Guide | Financial Security
cfo.asu.edu/benefits-guide
ASU provides paid leave benefits to help faculty and staff balance personal and business commitments.
University paid leave benefits: vacation

<table>
<thead>
<tr>
<th>Years of service</th>
<th>Maximum accrual per pay period</th>
<th>Maximum annual accrual</th>
<th>Maximum carryover accumulation (1.5 x Annual Accrual)</th>
</tr>
</thead>
<tbody>
<tr>
<td>0 – 2 years</td>
<td>3.38 hours</td>
<td>88 hours</td>
<td>132 hours</td>
</tr>
<tr>
<td>2 – 4 years (after 2nd anniversary date)</td>
<td>4.92 hours</td>
<td>128 hours</td>
<td>192 hours</td>
</tr>
<tr>
<td>Over 4 years (after 4th anniversary date)</td>
<td>6.77 hours</td>
<td>176 hours</td>
<td>264 hours</td>
</tr>
</tbody>
</table>

Learn more [SPP 702-01 Vacation Leave - General Policy](#)
University paid leave benefits: vacation

Accrual and accumulation schedule 2
Administrators, faculty and academic professionals with fiscal year appointments and university staff categories 3, 4 and 5 (100% FTE)

<table>
<thead>
<tr>
<th>Maximum accrual per pay period</th>
<th>Maximum annual accrual</th>
<th>Maximum carryover accumulation (1.5 x Annual Accrual)</th>
</tr>
</thead>
<tbody>
<tr>
<td>6.77 hours</td>
<td>176 hours</td>
<td>264 hours</td>
</tr>
</tbody>
</table>

Learn more [SPP 702-01 Vacation Leave - General Policy](#)
University paid leave benefits: vacation

<table>
<thead>
<tr>
<th>Accrual schedule</th>
<th>Postdoctoral scholars – fiscal appointment (100% FTE)</th>
</tr>
</thead>
<tbody>
<tr>
<td>First year of appointment</td>
<td>Subsequent years of appointment</td>
</tr>
<tr>
<td>10 days</td>
<td>15 days</td>
</tr>
</tbody>
</table>
# University paid leave benefits: sick

## Sick leave accrual schedule

<table>
<thead>
<tr>
<th>% of time employed</th>
<th>Accrual per pay period</th>
<th>Annual accrual</th>
</tr>
</thead>
<tbody>
<tr>
<td>100% FTE (40 hours/week)</td>
<td>3.69 hours</td>
<td>12 days</td>
</tr>
<tr>
<td>50% FTE (20 hours/week)</td>
<td>1.84 hours</td>
<td>6 days</td>
</tr>
</tbody>
</table>

Learn more
- SPP 701-01: Sick Leave Benefits
- ACD 702-02: Health Related Leave
# University paid leave benefits: holidays

<table>
<thead>
<tr>
<th>Holiday</th>
<th>2017-18 Academic/fiscal year</th>
</tr>
</thead>
<tbody>
<tr>
<td>Independence Day</td>
<td>Tuesday, July 4, 2017</td>
</tr>
<tr>
<td>Labor Day</td>
<td>Monday, Sept. 4</td>
</tr>
<tr>
<td>Veterans Day</td>
<td>Friday, Nov. 10</td>
</tr>
<tr>
<td>Thanksgiving</td>
<td>Thursday and Friday, Nov. 23 and 24</td>
</tr>
<tr>
<td>Holiday Break</td>
<td>Monday and Tuesday, Dec. 25 and 26</td>
</tr>
<tr>
<td>New Year's Day</td>
<td>Monday, Jan. 1, 2018</td>
</tr>
<tr>
<td>Martin Luther King Jr. Day</td>
<td>Monday, Jan. 15</td>
</tr>
<tr>
<td>Memorial Day</td>
<td>Monday, May 28</td>
</tr>
</tbody>
</table>

Learn more [SPP 703-01: Holiday Leave Benefits](#)
University paid leave benefits: Parental leave

<table>
<thead>
<tr>
<th>Paid Parental Leave</th>
</tr>
</thead>
<tbody>
<tr>
<td>➢ Six weeks’ salary immediately following date of birth or placement for adoption</td>
</tr>
<tr>
<td>➢ Reduced by short-term disability insurance benefits</td>
</tr>
<tr>
<td>➢ Must meet eligibility criteria</td>
</tr>
</tbody>
</table>

Learn more
SPP 708: Parental Leave Benefits
ACD 710: Parental Leave with Pay
Tuition and voluntary benefits

Learn more
Benefits Guide | Financial Security
cfo.asu.edu/benefits-guide
Qualified tuition reduction program

<table>
<thead>
<tr>
<th>Eligibility</th>
<th>Fall and spring semesters (Including A, B and C Sessions)</th>
<th>Summer session</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Credit hours</td>
<td>Tuition fee</td>
</tr>
<tr>
<td>Eligible or affiliated employees, laid-off employees, retirees and employees termed as a result of disability</td>
<td>1–9</td>
<td>$25</td>
</tr>
<tr>
<td></td>
<td>10 or more</td>
<td>Actual resident tuition for all hours over 9</td>
</tr>
<tr>
<td>Spouse</td>
<td>1–9</td>
<td>$25</td>
</tr>
<tr>
<td></td>
<td>10 or more</td>
<td>Actual resident tuition for all hours over 9</td>
</tr>
<tr>
<td>Dependent children</td>
<td>All</td>
<td>25% of actual resident tuition for all hours</td>
</tr>
</tbody>
</table>

Refer to policy for information on taxation

Learn more
SPP 505: Employee Reduced Resident Tuition
Student Accounts: 480-965-6341
Additional benefits

**MetLife Auto and Home**
800-438-6388
[metlife.com/mybenefits](http://metlife.com/mybenefits)

**Unum Long-Term Care Insurance**
800-227-4165
[unuminfo.com/arizonastate/index.aspx](http://unuminfo.com/arizonastate/index.aspx)
Mandatory Retirement Program
- Classified Staff and University Staff
- Category 01

Faculty, Administrators, Academic Professionals and University Staff
- Category 02, 03, 04 or 05

Police Officers and Police Officer Recruits

Voluntary Retirement Plans
- Voluntary 403(b) Plan
- Deferred Compensation 457(b) Plan

Learn more
Benefits Guide | Retirement
cfo.asu.edu/benefits-guide
Mandatory retirement program

• Participation in a retirement plan is mandatory for employees working:
  ✓ 20 or more hours per week (.50 FTE).
  ✓ For 20 or more weeks in a fiscal year.

• Governed by Arizona Revised Statutes § 38-711(23) and 38-727.
If your job classification or visa status changes and you become eligible, you must participate in a mandatory retirement plan. You will have 30 calendar days to complete all enrollment steps.
Mandatory retirement plans comparison

<table>
<thead>
<tr>
<th>Type</th>
<th>Arizona State Retirement System</th>
<th>Optional Retirement Plan</th>
</tr>
</thead>
<tbody>
<tr>
<td>Retirement income benefit calculation</td>
<td>Years of service * Average salary * ASRS multiplier</td>
<td>Employee contributions + University contributions * Performance of investment allocations</td>
</tr>
<tr>
<td>Investment performance</td>
<td>Managed by the ASRS</td>
<td>Managed by you</td>
</tr>
<tr>
<td></td>
<td>Consultants from approved investment providers are available on all campuses to provide free, no-obligation advice. Appointments are required.</td>
<td></td>
</tr>
</tbody>
</table>

Arizona State University
# Working after retirement rules

## ASRS retirees
- Must be separated from ASU employment for at least one full pay period.
- Review return to work guidelines at [www.azasrs.gov/content/return-work](http://www.azasrs.gov/content/return-work).
- Login to your ASRS account and complete the “Working After Retirement” smart form within 30 calendar days of hire or employment change.
- ASRS will inform you if:
  - you must suspend your pension benefits and resume contributions, or
  - you can retain your pension benefits.

## ORP retirees
- Faculty and Academic Professionals: Must be separated from ASU employment for at least one full semester.
- Staff: Must be separated from ASU employment for at least 90 days.

## PSPRS retirees
- Notify the ASU Office of Human Resources Benefits Department
Arizona State Retirement System

Defined benefit plan qualified under IRC 401(a)

cfo.asu.edu/mandatory-retirement-plans
www.azasrs.gov
## ASRS eligibility

<table>
<thead>
<tr>
<th>Category</th>
<th>Description</th>
<th>Note</th>
</tr>
</thead>
<tbody>
<tr>
<td>Classified staff</td>
<td></td>
<td></td>
</tr>
<tr>
<td>University staff category 01</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Faculty*</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Administrators*</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Academic professionals*</td>
<td></td>
<td></td>
</tr>
<tr>
<td>University staff category 02, 03, 04 or 05*</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

*Option to choose ASRS or ORP
## ASRS contribution rates

Effective July 1, 2017–June 30, 2018

<table>
<thead>
<tr>
<th></th>
<th>Retirement and health insurance subsidy</th>
<th>Long-term disability</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Employee</strong></td>
<td>11.34% before-tax</td>
<td>.16% after-tax</td>
</tr>
<tr>
<td><strong>ASU</strong></td>
<td>11.34%</td>
<td>.16% after-tax</td>
</tr>
</tbody>
</table>

Contribution rates are subject to change each July 1.
ASRS retiree benefit

Normal retirement (membership date July 1, 2011 or later)
• Age 65 with any years of ASRS credited service
• Age 62 with 10 years of ASRS credited service
• Age 60 with at least 25 years of ASRS credited service
• Age 55 with at least 30 years of ASRS credited service

Early retirement (any membership date)
• Age 50 with 5 years of ASRS credited service

Learn more
cfo.asu.edu/hr-asrs
www.azasrs.gov/content/new-and-prospective-members
## ASRS enrollment

Must complete all enrollment steps within 30 calendar days of hire/eligibility date
- Elect ASRS, if applicable
- Register with ASRS

Effective the first day of the pay period following a 182-calendar-day waiting period

Exception: No waiting period if current ASRS member; retroactive contributions may be required
Optional Retirement Plan

Defined contribution plan qualified under IRC 401(a)

cfo.asu.edu/mandatory-retirement-plans
## Optional Retirement Plan

<table>
<thead>
<tr>
<th>Eligibility</th>
</tr>
</thead>
<tbody>
<tr>
<td>Option to choose ASRS or ORP</td>
</tr>
<tr>
<td>Faculty</td>
</tr>
<tr>
<td>Administrators</td>
</tr>
<tr>
<td>Academic professionals</td>
</tr>
<tr>
<td>University staff category 02, 03, 04 or 05</td>
</tr>
</tbody>
</table>
Optional Retirement Plan

Choose investment provider

Choose and change investment allocations at any time

Pre-tax contributions, subject to IRS annual limits

Withdrawals allowed upon separation from employment*

*Exception: ORP Phased Retirement Program participants
ORP investment provider options

Fidelity Investments
800-343-0860
nb.fidelity.com/public/nb/aus/home

TIAA
800-842-2252
www1.tiaa-cref.org/tcm/arizona

Learn more: www.asu.edu/hr/benefits/documents/orpguide.pdf
## ORP contributions

<table>
<thead>
<tr>
<th></th>
<th>Retirement</th>
<th>Long-term disability</th>
</tr>
</thead>
<tbody>
<tr>
<td>Employee</td>
<td>7% before-tax</td>
<td>0%</td>
</tr>
<tr>
<td>ASU</td>
<td>7%</td>
<td>.27% of base pay</td>
</tr>
</tbody>
</table>

Participation begins the first day of the pay period following completion of all enrollment steps.
ORP vesting

Your contributions: 100% vested immediately

ASU’s contribution:
  • 100% vested after 5 years of participation

  or

  • Immediately with proof* of an active account (monies on deposit) in a qualified retirement plan at a higher education or research organization at the time of eligibility

* Fax a copy of your most recent quarterly/annual account statement to 480-993-0008.
ORP retiree benefits

- Normal retirement is at age 65
- Early retirement is between ages 50 to 64
- Phased retirement may begin at age 62
**Optional Retirement Plan**

<table>
<thead>
<tr>
<th>Enrollment information</th>
</tr>
</thead>
<tbody>
<tr>
<td>Must complete two enrollment steps within 30 calendar days of written notification:</td>
</tr>
<tr>
<td>• Elect the ORP</td>
</tr>
<tr>
<td>• Establish an ORP account with Fidelity or TIAA under ASU, even if you already have an account with another institution</td>
</tr>
</tbody>
</table>

Effective the first day of the pay period following completed enrollment
Mandatory retirement enrollment

Classified staff and university staff category 01

ASRS

Step 1
ASRS registration

Complete all registration steps within 30 calendar days of hire/eligibility date

Step 2
Verify enrollment

Verify enrollment and deductions

Refer to retirement enrollment instructions
Mandatory retirement enrollment

Faculty, administrators, academic professionals and university staff category 02, 03, 04 or 05

Choose ASRS or ORP

**Step 1**
Retirement enrollment email

- ASU email
  - “Important mandatory retirement plan information”
- 30-calendar-day enrollment period begins

**Step 2**
30-calendar-day enrollment period

- Complete all required steps within 30 calendar days

**Step 3**
Verify enrollment

- Verify enrollment and deductions

Refer to retirement enrollment instructions
Public Safety Personnel Retirement System

Defined benefit plan qualified under IRC 401(a)
## Public Safety Personnel Retirement System

<table>
<thead>
<tr>
<th>Eligibility</th>
</tr>
</thead>
<tbody>
<tr>
<td>Police corporals</td>
</tr>
<tr>
<td>Police lieutenants</td>
</tr>
<tr>
<td>Police officers</td>
</tr>
<tr>
<td>Police officer recruits</td>
</tr>
<tr>
<td>Police sergeants</td>
</tr>
</tbody>
</table>

## Enrollment information

- Must enroll through [psprs.com](http://psprs.com)
- Effective date depends on membership tier
# PSPRS contribution rates

**Effective July 1, 2017–June 30, 2018**

<table>
<thead>
<tr>
<th>Member before July 20, 2011</th>
<th>Defined Benefit Retirement Plan</th>
<th>Long-term disability</th>
</tr>
</thead>
<tbody>
<tr>
<td>Employee</td>
<td>7.65% before-tax</td>
<td>0%</td>
</tr>
<tr>
<td>ASU</td>
<td>39.99%</td>
<td>.27% of base pay</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Member between July 20, 2011 and June 30, 2017</th>
<th>Defined Benefit Retirement Plan</th>
<th>Long-term disability</th>
</tr>
</thead>
<tbody>
<tr>
<td>Employee</td>
<td>11.65% before-tax</td>
<td>0%</td>
</tr>
<tr>
<td>ASU</td>
<td>39.99%</td>
<td>.27% of base pay</td>
</tr>
</tbody>
</table>
# PSPRS contribution rates

**Effective July 1, 2017–June 30, 2018**

<table>
<thead>
<tr>
<th>Member on or after July 1, 2017</th>
<th>Defined Benefit Retirement Plan</th>
<th>Long-term disability</th>
</tr>
</thead>
<tbody>
<tr>
<td>Employee</td>
<td>9.94% before-tax</td>
<td>0%</td>
</tr>
<tr>
<td>ASU</td>
<td>33.03%</td>
<td>.27% of base pay</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Member on or after July 1, 2017</th>
<th>Defined Contribution Retirement Plan</th>
<th>Disability Fund</th>
<th>Long-term disability</th>
</tr>
</thead>
<tbody>
<tr>
<td>Employee</td>
<td>9.00% minimum before-tax</td>
<td>1.17%</td>
<td>0%</td>
</tr>
<tr>
<td>ASU</td>
<td>32.09%</td>
<td>1.17%</td>
<td>.27% of base pay</td>
</tr>
</tbody>
</table>
PSPRS retiree benefits

Visit psprs.com/public-safety-personnel/member/member-benefits for details. Note that retirement benefits available to you vary depending on your membership tier.
PSPRS enrollment

You will receive an email from PSPRS with enrollment information and instructions.
Voluntary retirement plans

Learn more
Benefits Guide | Retirement
cfo.asu.edu/benefits-guide
Voluntary retirement plan options

403(b) (Before-tax)

403(b) Roth (After-tax)

Fidelity and TIAA

457(b) (Before-tax)

Nationwide Retirement Solutions
Voluntary retirement plans

- Enroll in one or both plans
- No eligibility waiting period
- Change contribution or investment any time
- No university match
- 403(b) and 457(b): before-tax contributions
- 403(b): Roth after-tax contributions

Learn more: cfo.asu.edu/voluntary-retirement-plans
Voluntary retirement plans
403(b) enrollment

Enroll online: www.netbenefits.com/aus
Voluntary retirement plans
457(b) enrollment

Enroll online: www.arizonadc.com
Voluntary retirement plans
IRS contribution limits

2017
Basic contribution limit
$18,000

2017
Age 50 and over catch-up contribution limit
$6,000

Learn more: cfo.asu.edu/irs-contribution-limits
Action items
Benefits information in your ASU bag

- Brochure: Benefits Overview
- Enrollment policies
- Enrollment steps
- Benefits enrollment checklist
- Comparisons: long-term disability, mandatory retirement, short-term disability, voluntary retirement
Thank you

Questions?

Employee services
855-278-5081
Monday – Friday
8 a.m.–5 p.m. Arizona time

Faculty services
480-727-9900
Monday – Friday
8 a.m.–5 p.m. Arizona time