



Benefits Orientation



Benefits Design and Management

<https://cfo.asu.edu/new-employee-orientation>



Introductions



Questions

- If you have a question, please use the chat feature.
- Please refrain from sharing personal medical information in your question.



Benefits Package

- **Low-cost, affordable health care and life insurance benefits.**
- **Disability insurance programs.**
- **Paid leave benefits.**
- **Qualified tuition reduction program.**
- **Mandatory and voluntary retirement programs**



Benefits eligibility

Faculty and staff

- Regularly scheduled to work 20 hours or .5 FTE or more per week for at least 90 consecutive days.

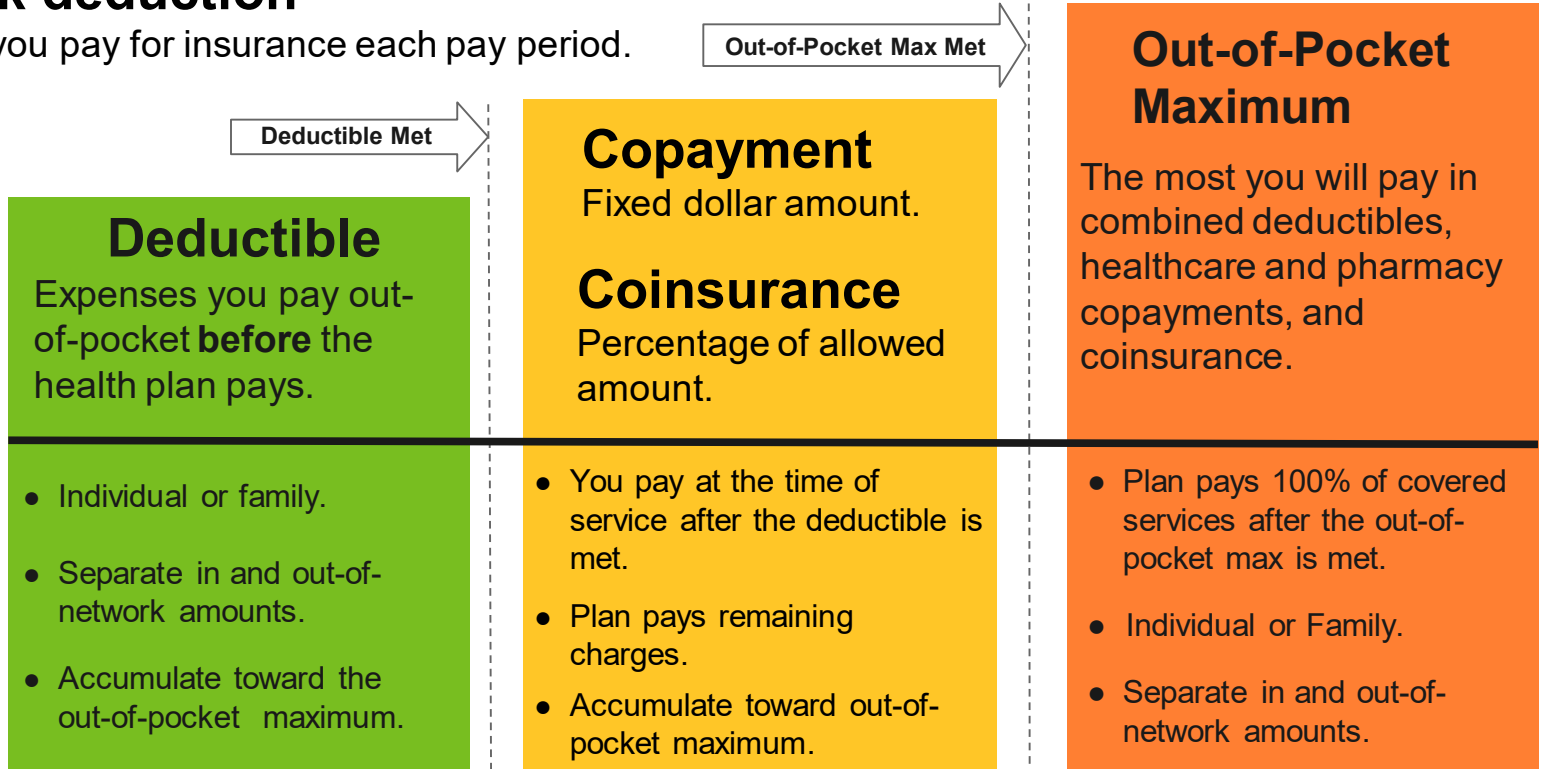
Eligible dependents

- Your child(ren) under age 26.
- Your disabled child age 26 or older, if eligible.
- Legal spouse.

Health insurance terminology

Paycheck deduction

The amount you pay for insurance each pay period.



Health insurance terminology

- **Health Savings Account, HSA:** A savings account that allows employees to put aside pretax dollars to pay for out-of-pocket medical expenses.
- **In-network:** Providers or healthcare facilities that are part of a health plan's network. The insurance negotiates a discount with these providers which usually results in lower costs to the member.
- **Out-of-network:** A provider that is outside of the network of doctors, hospitals, or health care providers. Usually results in higher costs to the member.
- **Plan Year:** Period of coverage under a group health plan. ASU's plan year runs from January 1 through December 31.

Medical and pharmacy plans

Benefits guide | Employee healthcare
cfo.asu.edu/benefits-guide-health

See plan document for exclusions and limitations.



Overview of medical plans



The networks available for both plans are Blue Cross Blue Shield and United Healthcare.

Triple Choice Plan | TCP

- Copayments for non-preventative services.
- In and out-of-network providers available.
- This is a single plan with three tiers.

High Deductible Health Plan with HSA

- Allows participants to use in or out-of-network providers.
- Coinsurance after deductible is met.
- Out-of-pocket expenses can be paid with funds in the HSA account.



Pay medical expenses using tax-free dollars!

TCP: Flexible Spending Account (FSA)

HDHP: Health Savings Account (HSA)

Triple Choice Plan



Triple Choice Plan | TCP

Tiers		
Tier 1	In-Network Providers	Choose doctors and facilities from Tier 1 to get the highest level of benefits.
Tier 2	In-Network Providers	Receive in-Network benefits for using participating network providers. For some services, it is a higher out-of-pocket cost with a Tier 2 provider than a Tier 1 provider. * Please Note: All BCBS providers outside of Arizona will be classified as either Tier 2 or Tier 3.
Tier 3	Out-of-Network Providers	You will pay the highest cost for using out-of-Network providers and may be responsible for paying the total provider-billed charges.

Tier 1 providers will have the following designations:



Triple Choice Plan | TCP



Benefits

- In-network and out-of-network provider options.
- Nationwide coverage.
- No pre-existing condition restrictions.
- Mayo Clinic is in-network for UHC and BCBS.

Copays and deductibles

- Copays apply after the plan deductible is met.
- Copays and deductibles apply to the out-of-pocket maximum.
- Payments toward Tier 1 deductible apply towards Tier 2 deductible, conversely funds paid toward Tier 2 deductible apply to Tier 1.
- Plan pays 100% after the out-of-pocket maximum is met.
- Prescription drug copays do not count toward the medical deductible.
- Please Note: All BCBS providers outside of Arizona will be classified as either Tier 2 or Tier 3.

Triple Choice Plan | TCP



BlueCross
BlueShield
of Arizona



United
Healthcare®

Triple Choice Plan (TCP)

		In-Network		Out-of-Network
		Tier 1	Tier 2	Tier 3
Deductibles	Employee only	\$200	\$1,000	\$5,000
	Employee + spouse Employee + child Family	\$400	\$2,000	\$10,000
Out-of-pocket maximum	Employee only	\$7,350		\$8,700
	Employee + spouse Employee + child Family	\$14,700		\$17,400

Triple Choice Plan —TCP

Blue Cross Blue Shield or United Healthcare



COPAYMENT/COINSURANCE

Apply After Deductibles

	Tier 1	Tier 2	Tier 3
Primary Care Physician (PCP),OB/GYN,Telehealth	\$20	\$20	50%
Specialist	\$40	\$40	50%
Emergency Room	\$200	\$200	\$200
Urgent Care	\$75	\$75	50%
Inpatient Hospital Admission	\$250	\$250	50%
Laboratory and X-Ray Services	\$0	\$0	50%
Preventative Services, Durable medical equipment, lab and x-ray services	\$100	\$100	50%

How to use the Triple Choice plan

1 Choose a provider

Look for the Tier 1 symbol for the lowest cost.



Tier 1



Providers:

- Hospitals
- Physicians
- Radiology and Laboratory
- Rehabilitation centers
- Surgical centers
- Urgent care facilities

2 Meet the deductible

Pay out of pocket or enroll in the Healthcare FSA.

3 Pay a copayment

You pay a flat fee  Your plan pays the rest

4 Pay up to out-of-pocket max

Your plan pays 100% of services for remainder of the year.

High Deductible Health Plan



High Deductible Health Plan | HDHP



Benefits

- In-network and out-of-network provider options.
- Nationwide coverage.
- No pre-existing condition restrictions.
- Works in conjunction with a health savings account.
- Mayo Clinic is in-network for both UHC and BCBS.

Coinsurance and deductibles

- Coinsurance applies after the plan deductible is met.
- Coinsurance and deductibles apply to out-of-pocket maximum.
- In-network and out-of-network deductibles must be met separately.
- Plan pays 100% after the out-of-pocket maximum is met.
- Prescription drug copays do not count toward the medical deductible.

High deductible health plan | HDHP



BlueCross
BlueShield
of Arizona

United
Healthcare

High deductible health plan (HDHP)

Deductibles		In-Network	Out-of-Network
	Employee only	\$1,650	\$5,000
Employee + spouse Employee + child Family	\$3,300	\$10,000	
Out-of-pocket maximum	Employee only	\$3,500	\$8,700
	Employee + spouse Employee + child Family	\$7,000	\$17,400



Use your HSA contributions to pay deductible and coinsurance expenses

High deductible health plan — HDHP

Blue Cross Blue Shield or United Healthcare



COINSURANCE

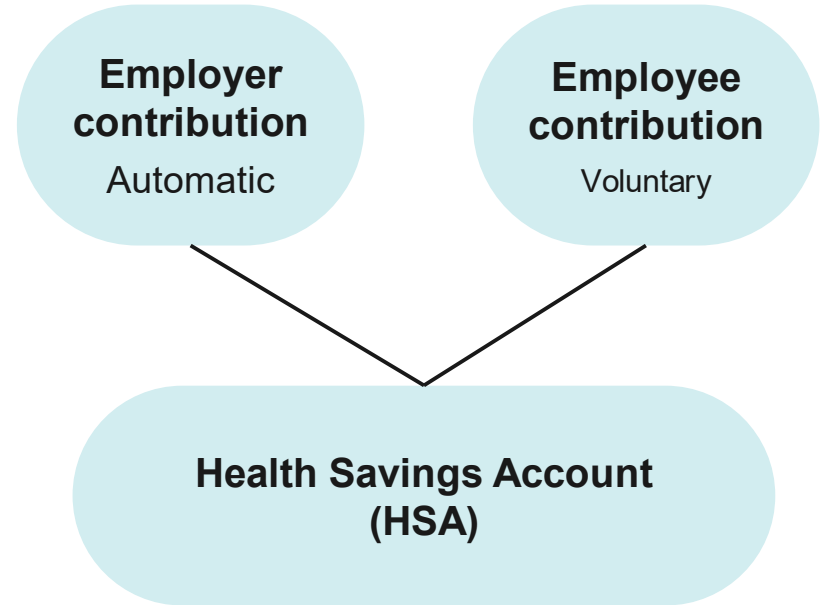
	Apply <u>After</u> Deductibles	
	In-Network	Out-of-Network
Preventative Services	\$0	50%
Primary Care Physician (PCP), OB/GYN, Telehealth	10%	50%
Specialist	10%	50%
Emergency Room	10%	10%
Urgent Care	10%	50%
Inpatient Hospital Admission	10%	50%
Laboratory and X-Ray Services	10%	50%

Health Savings Account



Health Savings Account | HSA

- University makes a biweekly contribution to the health savings account of each employee enrolled in the HDHP regardless of the employee's contribution.
- Can only use the available funds in the account.
- Funds can be used for eligible medical, dental and vision expenses.
- HSA administrator is Optum.
- HDHP enrollees are ineligible for the HSA if enrolled in any parts of Medicare or Tricare.
- Invest a portion of your funds after balance reaches \$1,000.



HSA contribution limits

Coverage level	2025 voluntary employee before-tax contribution	2025 automatic university contribution	2025 combined IRS contribution limit
Single coverage	Up to \$4,300	\$720 \$27.70 per pay period	\$5,020
Other than single coverage	Up to \$8,550	\$1,440 \$55.39 per pay period	\$9,990
	Age 55 and older may contribute an additional \$1,000.		Age 55 and older may contribute an additional \$1,000.

Participants are responsible for managing contributions in accordance with federal guidelines and limits.
2025 automatic university contribution is based on 26 pay periods.

How to use the HDHP with HSA

1 Fund your Health Savings Account

Automatic payroll contributions by you and the University.

2 Choose a provider

Select an in-network provider for lower cost.

3 Meet the deductible

Use available HSA funds or pay out of pocket for services and some prescriptions.

4 Pay coinsurance

You pay 10% **+** Your plan pays 90%

5 Pay up to out-of-pocket max

Your plan pays 100% of services for the remainder of the plan year.

6 Build your HSA balance

Your funds will continue to grow and roll over.



HSA funds can help you pay for your expenses

Determine amount you want in your account
-
University contribution
÷
26 pay periods
=
Your contribution per paycheck

Pharmacy benefits



Pharmacy benefit for all medical plans

MedImpact

- Large national network of providers.
- Prescription drugs are covered in-network only.
- Prescription drugs cannot be shipped outside of the United States.

Birdi Inc. mail order pharmacy

- Mail Order 90-day mail order program is called "Birdi"
- Specialty prescription services.

Pharmacy benefit for all medical plans

	Generic	Preferred brand name	Nonpreferred brand name
Retail 30-day supply	\$15	\$40	\$60
Retail 90-day supply	\$37.50	\$100	\$150
Mail order 90-day supply	\$30	\$80	\$120

For HDHP participants: Subject to plan deductible before copay applies for non preventive prescriptions.

For all plans: Pharmacy costs apply to out-of-pocket maximum.



Paycheck deduction

Medical and pharmacy rates per pay period

Coverage level	Triple Choice Plan	HDHP
Employee only	\$26.17	\$10.15 + HSA
Employee plus spouse	\$71.49	\$30.46 + HSA
Employee plus one child	\$57.30	\$25.89 + HSA
Family	\$121.61	\$56.35 + HSA

Dental plans

Benefits guide | Employee healthcare
cfo.asu.edu/benefits-guide-health

See plan document for exclusions and limitations.



UnitedHealthcare Solstice DHMO Plan



Benefits

- UHC Solstice DHMO network providers only.
- Limited network.
- No annual deductible or maximums.
- Pre-existing conditions are covered.
- Routine visits, exams, cleanings and fluoride treatments are covered twice per plan year at 100%.
- Services are charged at a flat rate.

The following list of states and territories are not covered under the UHC Solstice DHMO plan:

Alabama, Alaska, Arkansas, Delaware, Hawaii, Idaho, Iowa, Louisiana, Maine, Mississippi, Montana, Nebraska, New Hampshire, North Dakota, Oklahoma, Rhode Island, South Dakota, Vermont, West Virginia, Wyoming, Guam, Puerto Rico, and US Virgin Islands.

Preventive care copays

- Oral exam – \$0
- Emergency exam – \$35 after hours visit
- Prophylaxis/cleaning – \$0
- Fluoride treatment – \$0
- Fluoride treatment with varnish – \$20
- X-rays – \$0

Other service copays

- Sealants – \$0
- Fillings –
 - Amalgam: \$16-\$30 based on number
 - Resin: \$37-\$122 based on number and location
- Extractions – Simple: \$35 Surgical: \$105
- Crowns – \$195-\$290 + lab and material
- Crown/Bridge repair – \$80-\$95
- Dentures – \$485-\$502
- Fixed bridgework – \$290 + lab and material per unit
- Implant body – \$795
- Oral surgery – \$25-\$270
- Orthodontia – \$1,375-\$2,875

Delta Dental PPO Plus Premier



Benefits

- Freedom of choice for licensed dentist.
- Nationwide network.
- Network dentists have agreed to accept a negotiated fee.
- Pre-existing conditions are covered.
- Preventive and diagnostic services are covered at 100%.

Copays and deductibles

- \$50 deductible per person/calendar year, up to \$150 per family per calendar year.
- \$2,000 maximum benefit per person/calendar year.
- No deductible for diagnostic and routine services.

Preventive care copays – deductible waived

- Oral exam - \$0
- Emergency exam - \$0
- Prophylaxis/cleaning - \$0
- Fluoride treatment - \$0
- X-rays - \$0

Other service copays

- Sealants – 20% up to age 19
- Fillings – 20%
- Extractions – 20%
- Crowns - 50%
- Crown/Bridge repair - 50%
- Dentures - 50%
- Fixed bridgework - 50%
- Implant body - 50%
- Oral surgery - 20%
- Orthodontia – 50%
- Limited to lifetime maximum of \$1,500 per member.

Before-tax premium rates per pay period

Coverage level	UHC Solstice DHMO	Delta Dental of Arizona
Employee only	\$1.64	\$14.30
Employee plus spouse	\$3.29	\$30.33
Employee plus one child	\$3.08	\$23.34
Family	\$5.46	\$48.26

Vision plan

Benefits guide | Employee healthcare
cfo.asu.edu/benefits-guide-health

See plan document for exclusions and limitations.



Avesis vision plan



Advantage Vision Care Insurance

In-network benefits

- Routine Eye Exam (one per plan year)
Covered 100% (after \$10 co-payment)
- Contact lenses:
Elective – 10-20% discount & \$150 allowance
Medically Necessary – Covered in full
- Frames covered up to \$150 retail value
Lens are not included
- LASIK or PRK.
Up to \$750 one-time/lifetime allowance
- Target Optical Discount
Save an additional \$25 when you purchase your frame from Target Optical

Avesis vision plan premium rates

Coverage level	Premium
Employee	\$1.75
Employee plus spouse	\$5.83
Employee plus one child	\$5.75
Family	\$7.25

Flexible spending accounts

Benefits guide | Employee healthcare
cfo.asu.edu/benefits-guide-health

See plan document for exclusions and limitations.



Health care accounts comparison

Health care FSA

- \$3,200 annual before-tax employee contribution limit.
- TCP or no medical coverage.
- Medical, dental, and vision expenses.
- Minimum annual election of \$100.
- Requires enrollment each calendar year.
- **Use it or lose it** with \$640 carryover provision.

Limited health care FSA

- \$3,200 annual before-tax employee contribution limit.
- **Available only to HDHP participants.**
- Dental and vision expenses only.
- Minimum annual election of \$100.
- Requires enrollment each calendar year.
- **Use it or lose it** with \$640 carryover provision.

Dependent care FSA

Child and adult day care FSA

- \$5,000 before-tax per household per calendar year.
- For your eligible child or adult day care expenses which allow you and/or your spouse to work.
- Minimum annual election amount of \$100.
- Requires enrollment each calendar year.
- **Use it or lose it** each calendar year.
- No carryover provision.

Disability insurance program

Benefits guide | Financial security
cfo.asu.edu/benefits-guide-financial-security

See plan document for exclusions and limitations.



Short-term disability insurance

Unum

Included are \$5,000 group term life and accidental death and dismemberment.

- \$.77 per \$100 of base pay.
- 70% of maximum salary covered.
 - Option A: \$55,714.
 - Option B: \$111,429.
 - Option C: \$148,571.

MetLife

- \$.31 per \$100 of base pay.
- 66 2/3% of maximum salary covered up to \$70,000.
- STD benefit reduced by any paid leave.

Long-term disability insurance

- Must be disabled for 181 days or longer.
- Plans pay 66 2/3% of base pay.
- Benefit is paid monthly.
- Provider is determined by the mandatory retirement plan election.
 - ASRS participants – Broadspire
 - ORP participants – MetLife

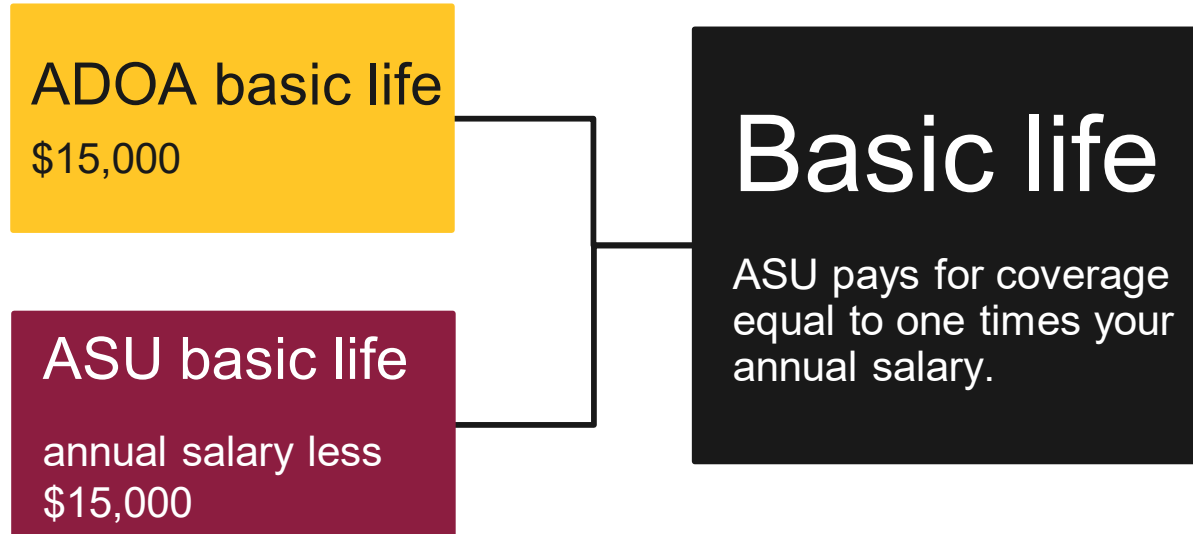
Life insurance program

Benefits guide | Financial security
cfo.asu.edu/benefits-guide-financial-security

See plan document for exclusions and limitations.



Basic life insurance



Employee supplemental life insurance

ASU supplemental life

- Elect up to five times your annual salary with a maximum of \$1.25 million.
- Coverage greater than three times or over \$500,000, whichever is less, requires evidence of insurability and underwriting approval.
- Future enrollments may require evidence of insurability and underwriting approval.

ADOA supplemental life

- Available in \$5,000 increments.
- Maximum of \$500,000 or three times salary, whichever is less.
- Future enrollments are subject to plan limitations.

Dependent life insurance

ADOA Dependent Life spouse and child

- \$2,000
- \$4,000
- \$6,000
- \$10,000
- \$12,000
- \$15,000
- \$50,000

ASU Life - spouse

- \$5,000
- \$15,000
- \$25,000
- \$50,000

ASU Life – spouse coverage over \$25,000 requires evidence of insurability and underwriting approval.

ASU Life - children

- \$2,500
- \$7,500
- \$12,500
- \$25,000

Benefits enrollment instructions



How do I enroll for benefits?

Within 30 calendar days of your hire or eligibility date.

- New employees, rehires more than 30 days after separation or newly eligible for benefits complete online enrollment.
- University transfer, agency transfer or rehire within 30 calendar days of separation complete online enrollment.
- Submit all required supporting documentation through WorkDay.

Faculty and academic personnel: Your hire or 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?

- Login to Workday
- From Home Page click on Menu
- Click on Work Instructions and Information
- Review the job aid: Workday Employee Benefits Management Guide
- Complete your online enrollment within 30 days of your hire/eligibility date.

Required supporting documentation

Supporting documentation is required for all covered dependents Upload your documentation with your WD enrollment submission	Relationship	Required documentation
	Spouse	Copy of your marriage license.
	Child	Copy of the child's birth certificate. If applicable, a copy of the adoption, foster care or court guardianship papers.
	Stepchild	Copy of the child's birth certificate and copy of your marriage license.
	Spouse and/or child who not have a social security number	Copy of legal document showing the U.S. visa status of spouse and/or dependent child.

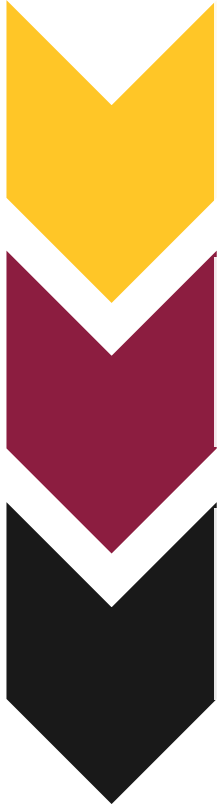
After your 30-day enrollment period

Enrollments and changes may be made only

during the annual benefits open enrollment period in the fall for coverage effective the following Jan. 1.

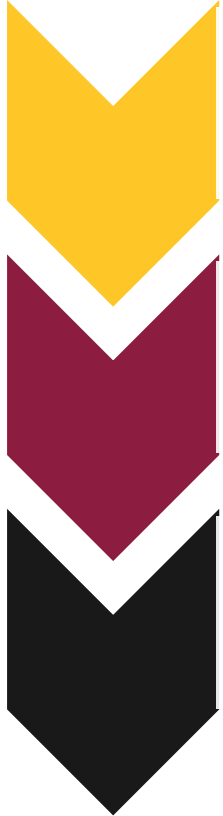
with a qualified life event.

When are my benefits effective?



- Benefits are not effective on your hire or eligibility date.
- Coverage is effective the first day of the pay period following hire or eligibility date and completion of enrollment.
- Exceptions: Transfers and rehires within 30 calendar days of separation from ABOR, ASU, NAU, UA, or state of Arizona agencies.
- Allow 10 business days for benefits processing following submission of completed enrollment.
- Incomplete submissions and those needing supporting documentation will delay processing and may result in retroactive premium deductions.
- The payroll and payday calendar is located on the Business and Finance Payroll page.

Additional Information



- If you and your eligible dependent are both university and/or state of Arizona employees, you cannot have dual coverage under state of Arizona plans.
- ASU Benefits will send communications containing benefits information and deadlines to your ASU email address.
- 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 | Enrollment eligibility.

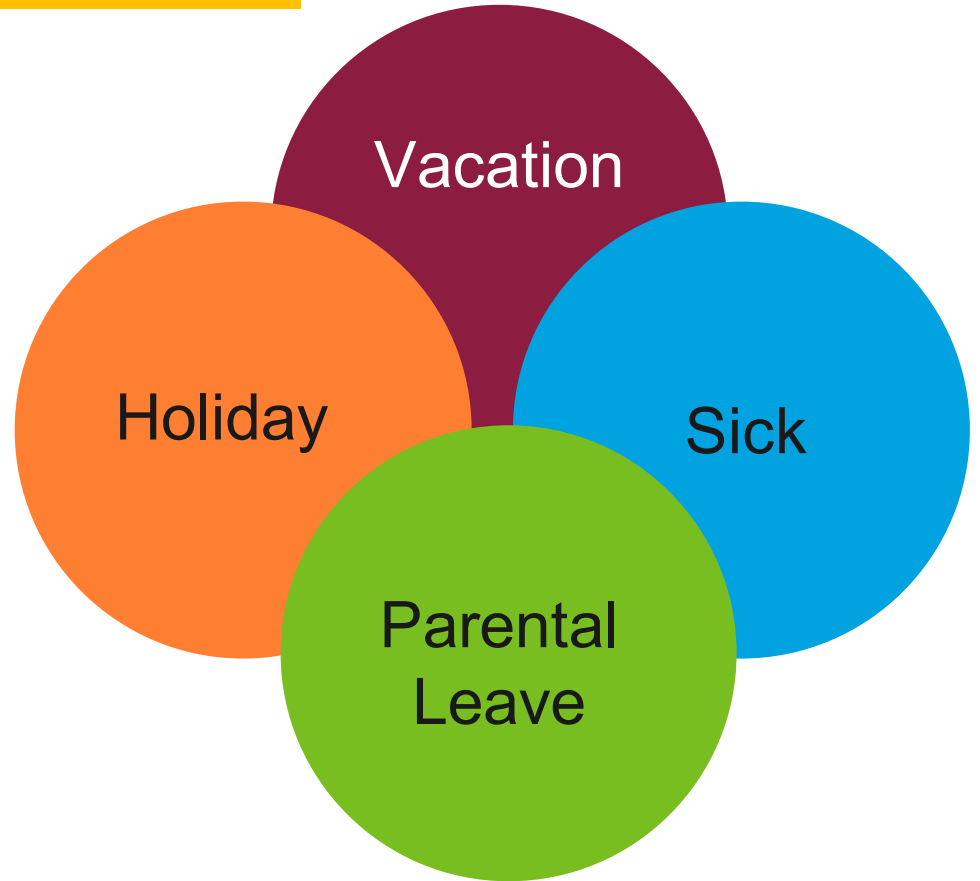


Paid leave benefits



University paid leave benefits

ASU provides paid leave benefits to help faculty and staff balance personal and business commitments.



University paid leave benefits: vacation



Accrual and accumulation at 100% FTE

Classification	Maximum per pay period	Maximum annual accrual	Maximum carryover 1.5 x annual accrual
Classified staff and university staff 01 and 02.	6.769 hours	176 hours	320 hours
Administrators, faculty and academic professionals with fiscal year appointments and university staff 03, 04 and 05.	6.769 hours	176 hours	320 hours
Postdoctoral Scholar with fiscal year appointments.	First-year of appointment		
	3.076 hours	10 days	No carryover
	Subsequent years of appointment		
	4.615 hours	15 days	No carryover

Administrators, faculty, academic professionals and postdoctoral scholars with an academic year appointment do not accrue vacation.

[SPP 702-01 Vacation Leave Benefits](#)

University paid leave benefits: health

Health accrual schedule

% of time employed	Accrual per pay period	Annual accrual
100% FTE (40 hours per week)	3.69 hours	12 days
50% FTE (20 hours per week)	1.84 hours	6 days

[SPP 701-01: Health Leave Benefits](#)

[ACD 702-02: Health Related Leave](#)

Flexible Leave Time

Effective Jan. 1, 2025, all benefits-eligible university and classified staff and non-faculty administrators can take up to eight hours of Flexible Leave Time annually.

Flexible leave time:

- Can be used at any time for any reason.
- Is available immediately at the beginning of each calendar year.
- Is pro-rated based on full-time equivalency status and hire date.
- Does not accrue like vacation.
- Is not eligible for payout upon employee departure from ASU.

University paid leave benefits: holidays



Holiday	2025 calendar year
New Year's Day	Wednesday, Jan. 1, 2025
Martin Luther King Jr. Day	Monday, Jan. 20, 2025
Memorial Day	Monday, May 26, 2025
Independence Day	Friday, July 4, 2025
Labor Day	Monday, Sept. 1, 2025
Veterans Day	Tuesday, Nov. 11, 2025
Thanksgiving	Thursday – Friday, Nov. 27 – 28, 2025
Holiday Break	Thursday - Friday, Dec. 25 – 26, 2025

[SPP 703-01: Holiday Leave Benefits](#)

Paid Parental Leave



- **Eligibility Criteria:** All benefits-eligible (50% FTE or more), employed at ASU for at least 12-months and have worked at least 1,250 hours during the previous 12-months. Review the SPP and ACD policies for additional eligibility information.
- Benefits-eligible employees may request up to 12 weeks of paid parental leave for the purpose of recovery from childbirth and/or to care for and bond with a newborn or newly adopted child.
- If both parents work for ASU, the maximum benefit is 18 weeks, divided as designated by employees but limited to a maximum of 12 weeks for either parent.

Parental Leave Policies: [SPP 708: Parental Leave Benefits](#), [ACD 710: Parental Leave Benefits](#), [Academic Personnel Parental Leave](#)



Family resources and programs



ASU

Family programs

Adoption benefits

- Reimbursement up to \$2,500 is provided to assist with adoption expenses.
- Provided to benefits-eligible employees who adopt a child.

Fertility benefits

- Maximum per-family reimbursement up to \$2,500 is provided to assist with fertility expenses not covered by a medical plan.
- Provided to benefits-eligible employees and dependents who receive fertility services or prescriptions and are enrolled in an ASU medical plan.

Gender - affirming medical care

- Maximum per-person lifetime reimbursement of \$10,000 for services not currently covered by the ADOA health care plans.
- Provided for benefits-eligible employees and dependents enrolled in an ASU medical plan.

Volunteer leave

- Provides employees with up to eight hours per year of paid time off to volunteer for a United Way agency or any 501(c)(3) organization.

Family resources



Childcare

- Campus Children's Center.
- Summer camp programs.

Mental health

- ASU Clinical Psychology Center.
- Counselor Training Center.
- Employee Assistance Office.

Staff Helping Staff

- A financial assistance program that provides aid to benefits-eligible staff in need when unexpected expenses or emergencies occur.



Benefits guide | Family Resource Guide
cfo.asu.edu/family-resource-guide



Tuition and voluntary benefits



Qualified tuition reduction program



Eligibility	Fall and spring semesters Applies to A, B and C Sessions		Summer session	
	Credit hours	Tuition	Credit hours	Tuition
Eligible or affiliated employees, laid-off employees, retirees and employees termed as a result of disability	1–9	\$25	1–6	\$25
	10 or more	actual resident tuition for all hours over 9	7 or more	actual resident tuition for all hours over 6
Spouse	1–9	\$25	1–6	\$25
	10 or more	actual resident tuition for all hours over 9	7 or more	actual resident tuition for all hours over 6
Dependent children	All	25% of actual resident tuition for all hours	All	25% of actual resident tuition for all hours

Refer to policy for information on taxation.

[SPP 505: Employee Reduced Resident Tuition](#)

Student Accounts: 480-965-6341

cfo.asu.edu/reduced-tuition

Additional benefits

Home and Auto Insurance
Farmers Group Insurance

800-438-6381

<https://myautohome.farmers.com>

Employee discounts



ASU events

- Gammage performances.
- Sun Devil Athletics.
- Sun Devil Fitness membership.
- University Club membership

News subscription

- New York Times access.
- Wall Street Journal access.

Other providers

- Attractions.
- Goods and services.
- Other benefits.



cfo.asu.edu/employee-discounts



5 Minute Break



Retirement

Benefits guide | Retirement

cfo.asu.edu/retirement-enrollment



Mandatory retirement program

- **Governed by Arizona Revised Statutes § 38-711(23) and 38-727.**
- **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.

Eligible for Arizona State Retirement System

- Academic Professionals.
- Administrators.
- Faculty.
- University Staff, non ASRS mandated.

Eligible for Optional Retirement Plan

- Academic Professionals.
- Administrators.
- Faculty.
- University Staff, non ASRS mandated.

You can see if you are ASRS Mandated by going to your Workday Profile>Job Detail>Click position>Job Classifications>ASRS - Arizona State Retirement System Participation (Mandated Retirement Participation)

Mandatory retirement program

Participation exceptions

Postdoctoral scholars

- If your job classification changes and you become eligible, you must participate in a mandatory retirement plan.

F1/J1/M1/Q1 Visa status

- If your visa status changes and you become eligible, you must participate in a mandatory retirement plan.

ASRS retirees

- Subject to working after retirement rules; may be required to suspend retiree benefits and resume participation.

Age 65 and older opt out

- Must submit required form within one week of hire date.

Classification and visa status changes will have 30 calendar days to complete all enrollment steps.

Mandatory retirement program comparison

Arizona State Retirement System

- Defined benefit plan qualified under IRC 401(a).
- May be eligible for the health insurance subsidy when you retire.
- Pre-tax contributions subject to IRS annual limits.
- Retirement income will be based on a set calculation.

Optional Retirement Plan

- Defined contribution plan qualified under IRC 401(a).
- Choice of investment provider — Fidelity or TIAA
- Choose and change investment allocations at any time.
- Phased retirement program.
- Pre-tax contributions subject to IRS annual limits.
- Retirement income will be based on contributions and performance of investment allocations.

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

asu.edu/hr/benefits/documents/orpguide.pdf

Contribution rates

Effective July 1, 2024 – June 30, 2025

	Arizona State Retirement System		Optional Retirement Plan	
	Employee	ASU	Employee	ASU
Retirement	12.12% before-tax	12.12%	7% before-tax	7%
Long-term disability	0.15% after-tax	0.15%	0%	0.09% of base pay

Example: Employee contribution amount based on \$1,600 per-pay-period gross wages:

	ASRS	ORP
Retirement	\$193.92	\$112.00
Long-term disability	\$2.40	\$0.00

ASRS: Contribution rates are subject to change each July 1.

Mandatory retirement vesting comparison

	Arizona State Retirement System	Optional Retirement Plan
Employee contributions	Employees are always 100% vested in their own contributions.	Employees are always 100% vested in their own contributions.
Employer contributions	<p>ASRS membership prior to July 1, 2011:</p> <ul style="list-style-type: none"> A vesting schedule applies to the University contributions when your account balance is withdrawn. Visit ASRS for the schedule. <p>ASRS membership on or after July 1, 2011:</p> <ul style="list-style-type: none"> There is no vesting schedule. University contributions are forfeited when the account balance is withdrawn. 	<ul style="list-style-type: none"> 100% vested after 5 years of participation or reaching age 65, whichever occurs first. OR Immediately with proof of an active account in a qualified plan with another college, university, higher education, or research organization. Fax to 480-993-0008. University contributions and related interest are deposited into your ORP account once fully vested.

Mandatory retirement plans comparison

	Arizona State Retirement System	Optional Retirement Plan
Retirement eligibility	<p>Early retirement – any membership date:</p> <ul style="list-style-type: none">• Age 50 with five years of ASRS service. <p>Normal retirement – membership prior to July 1, 2011:</p> <ul style="list-style-type: none">• Age 65 with any years of ASRS service.• Age 62 with 10 years or more years of ASRS service.• 80 points: Combination of age and years of ASRS service. <p>Normal retirement – membership on or after July 1, 2011:</p> <ul style="list-style-type: none">• Age 65 with any years of ASRS service.• Age 62 with 10 or more years of ASRS service.• Age 60 with 25 or more years of ASRS service.• Age 55 with 30 or more years of ASRS service.	<ul style="list-style-type: none">• Early retirement occurs at any age prior to age 65.• Normal retirement occurs at age 65.• Participate in the ORP Phased Retirement Program at or after age 62.

Mandatory retirement plans comparison

	Arizona State Retirement System	Optional Retirement Plan
Retirement income benefit calculation	Years of service x average salary x ASRS multiplier	Employee contributions + university contributions x performance of investment allocations

When is my retirement plan effective?

Arizona State Retirement System

- Effective first day of the pay period following the 182-day (six months) waiting period.
- Exception: no waiting period if current ASRS member; retroactive contributions may be required.

Optional Retirement Plan

- Effective the first day of the pay period following completion of all enrollment steps.

Working after retirement rules

ASRS retirees

Participants 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.

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.
- 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.

Retirement enrollment instructions



Mandatory retirement enrollment

University staff –ASRS Mandated

Arizona State Retirement System

Enrollment

- Enrollment occurs automatically.

ASRS registration

- Complete all registration steps on the ASRS website within 30 days or hire/eligibility date.
- Enrollment code: 2C700039

cfo.asu.edu/asrs-plan-enrollment

Mandatory retirement enrollment

Administrators, academic professionals, faculty, and university staff – Non ASRS Mandated

Choose between Arizona State Retirement System or Optional Retirement Plan

Notification

- Complete your enrollment online
- 30-calendar-day enrollment period begins.

Enrollment

- Enrollment is a two-part process:
 1. Electing retirement provider.
 2. Establishing account with elected provider.

cfo.asu.edu/optional-retirement-plan-enrollment

cfo.asu.edu/asrs-plan-enrollment

A yellow flag with the ASU logo (a stylized 'S' with a sunburst) is flying against a sunset sky. The scene is framed by dark silhouettes of trees and a street lamp on the left.

Voluntary retirement plans

Benefits Guide | Retirement
cfo.asu.edu/benefits

Voluntary retirement plans

Voluntary retirement plans

No eligibility waiting period.

Enroll in one or both plans.

Change contribution or investment any time.

No university match.

Voluntary retirement plan options

Fidelity and TIAA

403(b)
before-tax

403(b) Roth
after-tax

Nationwide

457(b)
before-tax

Enrollment in the 403(b)

Enroll online:

[nb.fidelity.com/public/
nb/aus/home](https://nb.fidelity.com/public/nb/aus/home)

The screenshot shows the Fidelity website interface for enrollment. At the top, there is a login section with fields for 'Username' and 'Password', a 'Log in' button, and links for 'Remember Me', 'Register', 'Need Help?', and 'Security Notice'. Below the login section, the logos for the Board of Regents of Arizona's Public Universities, ASU (Arizona State University), Northern Arizona University, and The University of Arizona are displayed, along with the Fidelity Investments logo. A navigation bar contains links for 'Home', 'Get Started', 'Plans & Investments', 'Tools & Resources', and 'Contact Us'. The main content area features a large banner with a background image of a waterfall and a pool of water. The banner text reads: 'Need to Step Up your retirement planning? Select your location for next steps'. Below this text are three bullet points: 'I'm Just Starting', 'I'm Already Enrolled', and 'I'm Nearing Retirement'. At the bottom, there is a section titled 'Important Enrollment Information' with three columns: 'Learn' (Understand retirement and investing), 'Review' (See your investment choices), and 'Enroll' (Sign up now).

Enrollment in the 457(b)

Enroll online:
arizonadc.com

The screenshot displays the Arizona Smart Save website interface. On the left is a navigation menu with the following items: EDUCATION & TOOLS (highlighted), About Deferred Compensation, Enroll, Learning Center, Support & Forms, CONTACT US, Have questions? Give us a call. 1-800-796-9753, and Send us an e-mail. The main content area features a banner with a photo of a couple and the text "Choose Confidence" with a sub-headline "Learn how Nationwide ProAccount® can help you take the guesswork out of retirement investing." and a call-to-action "Contact a representative today". To the right of the banner is a LOGIN section with fields for Username and Password (Case sensitive), and a green Log In button. Below the banner, there is a section titled "Explore Important Plan Updates And Announcements" with two columns of links: IRS Contribution Limits, Fillable EZ Enrollment Form (PDF), How to Read Your Statement (PDF), ASRS Required Notices, A message from your Committee Chairman (PDF), Saver's Tax Credit Limits, Tips on Cyber Security (PDF), and Notice Regarding Plan Payments (PDF). A "Previous headlines..." link is located at the bottom right of this section.

EDUCATION & TOOLS

- About Deferred Compensation
- Enroll
- Learning Center
- Support & Forms

CONTACT US

Have questions? Give us a call.
1-800-796-9753
[Send us an e-mail](#)

Choose Confidence
Learn how Nationwide ProAccount® can help you take the guesswork out of retirement investing.
[Contact a representative today](#)

LOGIN Login Help & Sign Up

Username

Password (Case sensitive)

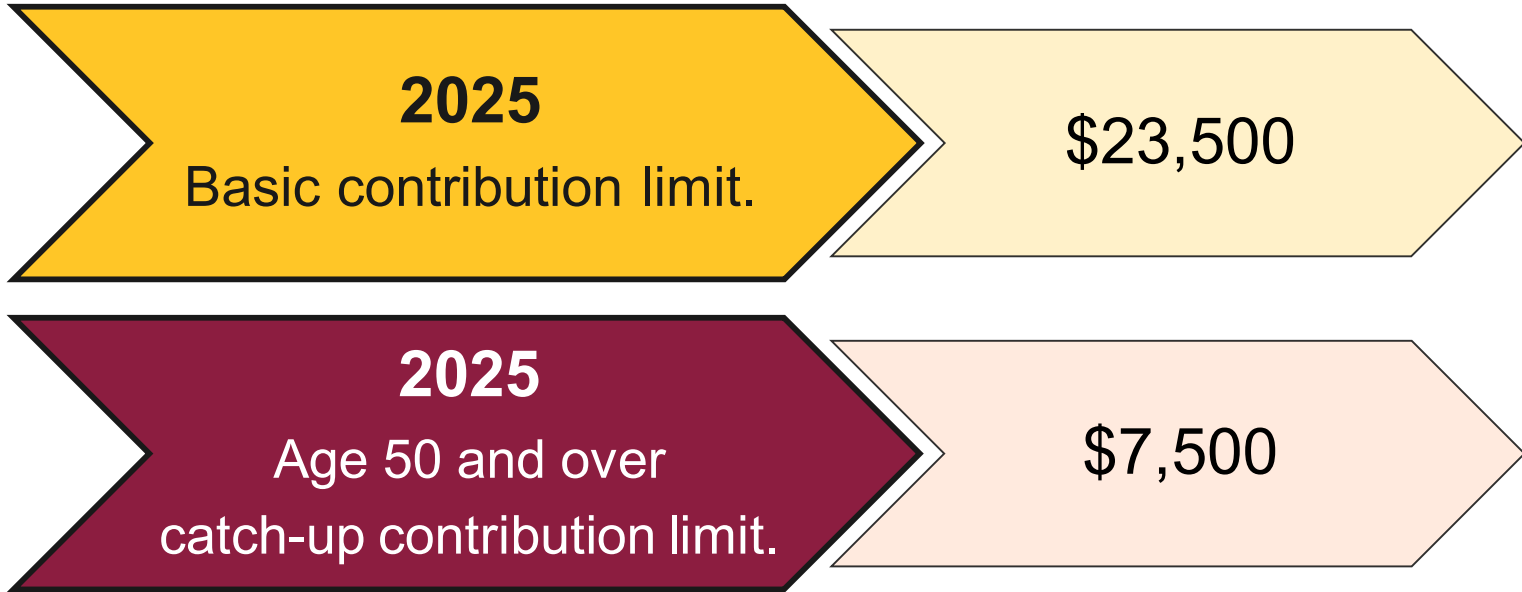
Log In

Explore Important Plan Updates And Announcements

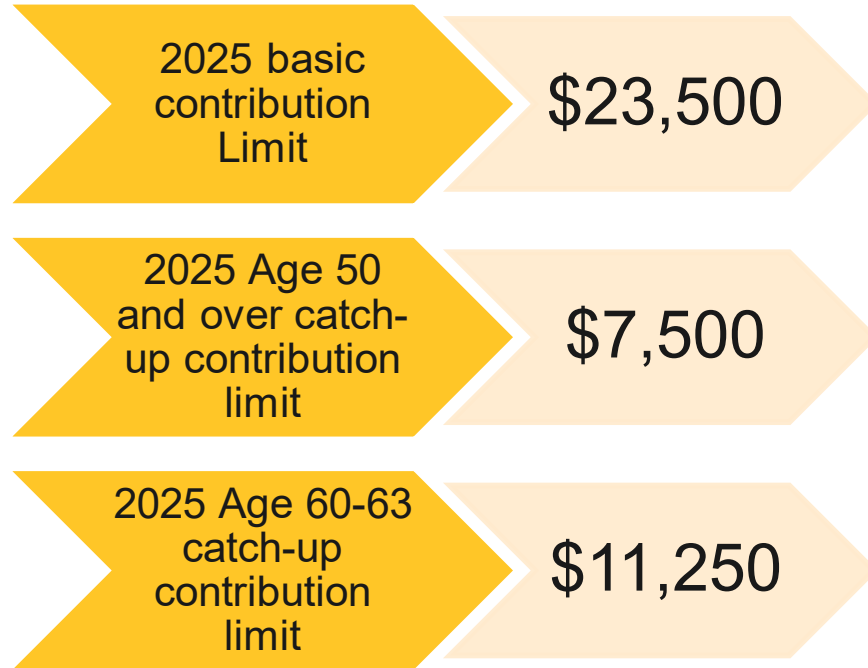
- [IRS Contribution Limits](#)
- [Fillable EZ Enrollment Form \(PDF\)](#)
- [How to Read Your Statement \(PDF\)](#)
- [ASRS Required Notices](#)
- [A message from your Committee Chairman \(PDF\)](#)
- [Saver's Tax Credit Limits](#)
- [Tips on Cyber Security \(PDF\)](#)
- [Notice Regarding Plan Payments \(PDF\)](#)

[Previous headlines...](#)

Voluntary retirement plans - IRS contribution limits



Voluntary retirement plans - IRS contribution limits



Action Items

Actions to be completed

Benefits

- Complete benefits enrollment within 30 days.

Retirement

- Complete retirement enrollment within 30 days.

Documents

- If applicable, submit supporting documentation.
- If applicable, submit account statement.

Verify

- Verify coverages.

Online tools – Benefits Guides

Enrollment & Administration

- Affordable Care Act benefits.
- Glossary.
- HIPAA notice.
- Plan contacts.
- Qualified life events.

Employee Healthcare

- Dental plans.
- Healthcare accounts.
- Medical plans.
- Pharmacy plans.
- Vision program details.

Financial Security

- Disability insurance program.
- Life insurance program.
- Child and adult day care FSA.
- Voluntary benefits plan.

Retirement Resources

- Mandatory retirement programs
- Voluntary retirement programs: 403(b) and 457.
- Retirement advisor.

Family Resource Guide

- Employee discounts.
- Working Parent Network.
- Summer camp programs
- Mirabella ASU

Questions?

Employee services

855-278-5081

Monday – Friday

8 a.m. to 5 p.m.

Arizona time

Faculty services

480-727-9900

Monday – Friday

8 a.m. to 5 p.m.

Arizona time

Email: HRESC@asu.edu

#ForksUp. 