

**AQUINAS COLLEGE  
2006 BENEFIT SUMMARY  
FULL TIME EMPLOYEES**

<u>Benefit Description</u>	<u>When Eligible</u>	<u>Paid By</u>
Priority HMO (Medical)	If hired on the first of the month, coverage begins on that date. Otherwise, coverage will begin the first of the next month.	Aquinas College for a portion of employee. Aquinas College pays a portion of dependent coverage.
Life Insurance \$50,000 Base Life Insurance/ \$50,000 Accidental Death & Dismemberment Insurance	Same as above	Aquinas College (employee only) Dependent coverage is also available.
Dental Insurance \$25 Deductible 80/20 Co-pay Preventive 50/50 Co-pay Restorative	Same as above	Aquinas College for employee coverage; Aquinas College pays a portion of dependent coverage
Short Term Disability Insurance Non-Exempt Support Staff- 100% of gross wages from 31 days to 179 days of disability	After 31 days of disability	Aquinas College
Long Term Disability Insurance 60% of gross wages (maximum benefit of \$6,000 per month)	If hired on the first of the month coverage will begin on that date. Otherwise, coverage begins the first of the next month.	Aquinas College
Retirement Account Contributions 10% of wages to TIAA/CREF individual accounts.	For those 35 or older, the first of the month following date of hire or for those younger than 35, the first of the month following one year of employment	Aquinas College
Supplemental Retirement Contributions Voluntary employee payroll contributions (Subject to Federal Annual Limits)	First of the month following date of hire	Employee
Vacation Exempt staff-20 days per year Non-exempt staff-10 days per year 15 days after 5 years 20 days after 10 years	Accrued from date of hire Accrued from date of hire	Aquinas College Aquinas College

<u>Benefit Description</u>	<u>When Eligible</u>	<u>Paid By</u>
Holidays: 13-15 days per year (see handbook.) Non-exempt part-time staff 4 hours for each day normally worked between Christmas and New Year's Day.	Accrued from date of hire	Aquinas College
Sick Time–Exempt Staff 6 months at full pay	Accrued from date of hire	Aquinas College
Sick Time–Non-exempt Staff 8 hours per month to a maximum of 240 hours	Accrued from date of hire	Aquinas College
Personal Leave Non-exempt staff 2 hours per month	Accrued from date of hire	Aquinas College
Funeral Leave Up to 3 days for death of Immediate family member	Hire Date	Aquinas College
Jury Duty Full pay in exchange for jury wages	Hire Date	Aquinas College
Tuition Remission Undergraduate Courses 50% for employees, spouses, and children. 100% after two years of employment. Graduate Courses 50% for employees, spouses and children No employment time limit.	Hire Date	Aquinas College
Room Rental 20% Discount	Hire Date	Employee
Bookstore 15% discount (some exceptions apply)	Hire Date	Employee

This document is intended to represent a summary of benefits and is not a replacement for policies or plan documents. Any discrepancies will be resolved per the policies and plan documents.

Revised 7/24/2006