ASSUMPTION UNIVERSITY

Employee Benefit Summary

Effective July, 2025

BENEFIT	HOURS NEEDED TO QUALIFY			COVERAGE EFFECTIVE
Health Plans*	30 Hours per Week			Date of Hire
	Annually			Coverage Effective
	<1000	1000-1500	1500+	
Dental Plan*		❑	❑	First of Month Following Date of Hire
Vision Plan*		❑	❑	First of Month Following Date of Hire
403(b) Plan	All Employees Are Eligible enroll at TIAA.org/assumption			First of Month Following Date of Hire
403(b) Match - Faculty		❑	❑	Upon Enrollment
403(b) Match - Staff /Administration		❑	❑	After One Year of Service **
Flexible Spending Accounts*		❑	❑	Annual Open Enrollment
Sick Time (accrual rates vary)	All Employees Are Eligible			Date of Hire
Tuition Remission-Staff & Administration	❑	❑	❑	1st semester following date of hire
Tuition Remission-Faculty			❑	1st semester following date of hire
Tuition Remission Spouse/Dependent			❑	1st semester following one year of service
Tuition Exchange			❑	CIC TEP: 1 Year Wait Tuition Exchange: 3 Year Wait
Life Insurance 2x Annual Salary*			❑	First of Month Following Date of Hire
Long Term Disability*			❑	First of Month Following Date of Hire
Employee Assistance Program		❑	❑	Date of Hire
Holidays		❑	❑	Date of Hire
Vacation Staff /Administration (accrual rate vary)		❑	❑	Date of Hire

**enroll at:https://assumptionu.ukg.net/*

*** Credit may apply for prior service with other institutions*

(See Other Side)

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Health Plans	Employee pays 25% of premium	University pays 75% of premium
Dental Plan	Employee pays 100% of premium	
403(b) Match	1st 5% matched at 100%	Maximum match 9% - 5 year vesting schedule
Sick Time	Employees working under 1000 per year accrue sick time at .0340 per paid hour	Caps at 40 hours
	Employees working over 1000 per year accrue sick time at .0462 per paid hour	Caps at 65 days
Staff Vacation Accrual		
Service years 0-5	.0385 per hour	2 weeks per year or equivalent
Service years 6-10	.0577 per hour	3 weeks per year or equivalent
Service years 11 or more	.0769 per hour	4 weeks per year or equivalent
Administration Vacation Accrual	.835 days per pay cycle(1.67 days/month) or .0769 per hour	20 days/4weeks per year or equivalent
Holidays	15 paid holidays	
Miscellaneous Benefits & Discounts	All Employees Are Eligible	Date of Hire *See benefits page on portal at my.assumption.edu*

For questions regarding any University Sponsored benefits, please contact the Office of Human Resources at 508.767.7318 or email askhr@assumption.edu

This summary does not include all plan rules and details and is not considered a summary plan description or certificate of coverage.