

# KANSAS STATE UNIVERSITY

## EMPLOYEE BENEFITS

**Welcome to Kansas State University!** When you join the K-State family, you gain access to a variety of benefits that make your life a little better. We truly believe that our employees are the university's greatest assets, and we take pride in ensuring you work in a positive, responsive environment that prioritizes your needs. Benefit-eligible employees are employees in a non-temporary position hired for 0.5 FTE or greater.

If you have any questions about the benefits listed below, please contact Human Resources for more information.  
[k-state.edu/hr/benefits](https://k-state.edu/hr/benefits)

### YOUR HEALTH

**Health insurance** — You can select from a variety of medical insurance plans, including prescription, dental, vision, and voluntary supplemental plans. Coverage begins on the first day of employment.\*

**Flexible spending accounts (FSA)** — You may select pretax payroll deductions for qualified health expenses for you and your dependents. Dependent care FSA for qualified dependents is also available.\*

**Health savings accounts (HSA)** — Savings account available to employees enrolled in a medical insurance plan considered a High Deductible Health Plan (HDHP). You may contribute pre-tax payroll deductions to this account to be used for qualified health expenses for you and your dependents.

**Health and wellness** — HealthQuest, a state of Kansas program, provides health and wellness services, some of which may lower employee health insurance premiums.

### YOUR BENEFITS & DISCOUNTS

**Workers compensation** — You are covered at any location at which you are working for the university.

**Long-term disability** — You are covered by long-term disability insurance as of the first day of hire.

**Teachers and Employees Association (TEA) Short-term disability** — Voluntary short-term disability benefit that provides a weekly benefit amount if you cannot work because of a disabling illness or injury.

**AFLAC policies** — Optional insurance policies are available to you through a partnership with AFLAC and the K-State Credit Union.

**Employee assistance program** — You have access to a variety of resources to help you and your family members through life events.

**Employee perks** — Various university departments provide employee perks. These include, but are not limited to, K-State Athletics, Recreational Services and Colbert Hills Golf Course.

**State Thanks and Recognition, STARS** — This program is sponsored by the state of Kansas and provides a variety of discounts to employees.

*\*See footnote on back page*

## YOUR TIME

**Vacation leave** — You will accrue eight hours of vacation time per pay period, with adjustments for part-time employment, not to exceed 176 hours per year and to a maximum accrual of 304 hours. Faculty on nine-month contracts do not earn vacation leave.

**Sick leave** — You will earn 3.7 hours of sick leave per pay period. Leave is adjusted based on the number of hours worked in a pay period.

**Holidays** — You receive paid holidays, as designated by the state of Kansas.

**Special leave** — Other leave is available for qualified events, including funeral/bereavement leave, parental leave, military leave, or Family Medical Leave entitlements.

## YOUR FUTURE

**Kansas Board of Regents Mandatory Retirement Plan (Unclassified/Faculty)** — You may choose between two providers, VOYA Financial and TIAA. After a one-year waiting period, you contribute 5.5 percent of your pretax salary to your retirement account, with an additional 8.5 percent of your salary contributed by the university.\* †

**Kansas Public Employees Retirement System (University Support Staff)** — In this mandatory retirement program, you contribute 6 percent of your pretax pay. Coverage begins at your date of hire. \*

**Voluntary 403(b) plans** — Choose from multiple providers and make employee-only contributions through a pretax and/or after-tax payroll deduction.

**Learning Quest Education Savings Program, 529** — An excellent way to save for education expenses, the plan allows earnings to accumulate on a tax-deferred basis and distributions are tax- and penalty-free when used for qualified education expenses.

† Some employees may be eligible for a waiver of the waiting period. See [k-state.edu/hr/benefits](http://k-state.edu/hr/benefits) for more information.

\*Many benefits have deadlines for enrollment for new employees. Please see the HR Benefits website, [k-state.edu/hr/benefits](http://k-state.edu/hr/benefits), for more information regarding deadlines and enrollment FAQs.

## YOUR EDUCATION

**Employee tuition assistance** — The university provides tuition assistance for one undergraduate or graduate course of up to three hours of credit during each fall, spring and summer semester. Additional criteria applies. Please see the student financial assistance website for more information.

**Dependent/spouse tuition assistance** — Full-time students may receive a tuition grant for up to seven undergraduate credit hours or three graduate credit hours per fall and/or spring semester. This assistance is available for full-time (0.9 FTE or above), benefits eligible, regular (non-term) appointments. Please see the student financial assistance website for more information.

**Deferred compensation, 457** — A supplemental retirement savings option where you may make contributions on a pre-tax or after-tax basis.

**Basic life insurance** — The university provides an amount equal to 150 percent of your annual compensation. You may name the beneficiary of this benefit.

**KPERS optional life insurance** — You are eligible for a guaranteed issue if enrolled within 30 days of hire and may purchase coverage at any time for you or your spouse, subject to underwriting approval. Coverage for dependents is also available. \*

**Teachers and Employees Association (TEA) Optional life insurance** — This plan provides a guaranteed issue if enrolled within 30 days of hire. Coverage is available at anytime to purchase for you or your spouse, subject to underwriting approval. Coverage for dependents and will preparation is also available.\*

Learn more:  
Human Resources  
785-532-6277  
[benefits@k-state.edu](mailto:benefits@k-state.edu)

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Human Resources