



UMASS PRESIDENT'S OFFICE
NON-UNIT CLASSIFIED STAFF BENEFITS
UPDATED MARCH 2022

Holidays: 14 paid per year: New Year's Day, MLK, President's Day, Patriot's Day, Memorial Day, Juneteenth Independence Day, Independence Day, Labor Day, Columbus Day, Veteran's Day, Thanksgiving Day, Day after Thanksgiving, Day Before Christmas and Christmas Day

Vacation Days: 10 days per year for up to 4 ½ years; 15 days per year for 4 ½ to 9 ½ years; 20 days per year for 9 ½ to 10 ½ years; 25 days per year for 19 ½ years or more; Maximum accrual of two times annual allowance.

Sick Days: 12 days per year - maximum accrual of 120 days (960 hours) 3.69 hours each pay period

Personal Days: 5 days awarded in January for use during the following year. Pro-rated according to hire date:

5 days:	January 1 – March 31
3 days:	April 1 – June 30
2 days:	July 1 – September 30
0 days:	October 1 – December 31

Direct Deposit: deposit into savings account or checking account

State Retirement Program: Employee contributes 9% plus additional 2% on salary over \$30,000. Employee contributions may be withdrawn upon leaving state service, but some interest is paid only if service exceeds 5 years. Full interest is paid only if service exceeds 10 years. Vested after 10 years of full-time service at age 60.

Health Insurance: Choice of Indemnity, POS, PPO-Type and HMO plans; monthly deduction is pre-taxed; 75% University paid; 25% employee paid.

NOTE: Coverage begins on the first day of the month following 60 calendar days of employment.

Open enrollment every April – effective July 1.

Basic Life Insurance \$5,000 comes with health insurance or can purchase separately; cost \$1.59 per month

Optional Life Insurance: Up to 8 times salary, employee paid.

NOTE: Late enrollees must provide proof of good health.

Long Term Disability Insurance: Optional, employee paid.
NOTE: Late enrollees must provide proof of good health.

Dental Insurance: Optional. If not elected at time of hire, must wait until open enrollment period in November.
Coverage begins on the first day of the month following 60 calendar days of employment.
\$22.80/month for individual coverage;
\$45.60/month for family coverage.

Voluntary 403(B) Retirement Plan: Fully paid by the employee, except as authorized by the Trustees – state and federal tax deferred up to \$20,500 if under age 50 or \$27,000 if age 50 or over in calendar year 2022.

State Employees Deferred Compensation Plan 457(B) Plan: Fully paid by the employee - state and federal tax deferred up to \$20,500 if under age 50 or \$27,000 if age 50 or over in calendar year 2022.

Tuition Benefits: For tuition reimbursement details and required forms, please visit:

[Tuition Credit Benefit Information](#)

Dependent Care Assistance Program (DCAP): Pre-tax deduction up to \$5,000 for childcare or other dependent care expenses. If not elected at time of hire, must wait until open enrollment (April) or when a "qualifying change in status" occurs. (\$1.00/month administrative fee)

Health Care Spending Account (HCSA): Pre-tax deduction from \$250 up to \$2,850 for non-covered health-related expenses. If not elected at time of hire, must wait until open enrollment (April) or when a "qualifying change in status" occurs. (\$1.00/month administrative fee)

Additional Benefits/Perks:

- Sick Leave Bank (Short-term plan – no cost)
- MetLife Legal Plan (\$18.25/month)
- Auto/Homeowners/Renters Insurance – Group discount
- 529 College Savings Program
- Special Employee Discounts

HR website:

www.umassp.edu/hr

Policies and Guidelines:

<https://www.umassp.edu/hr/related-policies-procedures>

Employee Handbook:

<https://www.umassp.edu/hr/employee-handbook>