

UMUC BENEFITS OVERVIEW

For Overseas
Contingent III
Employees



Learn More About Working at UMUC

At University of Maryland University College (UMUC), our most valued asset for carrying out our mission to put students first is our employees. That's why we are constantly on the lookout for creative, highly qualified applicants. UMUC seeks to reflect the diversity of the global community that it serves by providing a positive work environment that embraces cultural differences, encourages new ideas, and promotes mutual respect.

Defining a Contingent III Employee

An overseas contingent III employee can be exempt (salaried) or nonexempt (hourly) and is employed under contract either full-time or part-time (50 percent or more) for a term of more than six months. These contracts may be renewed on an annual basis. Overseas contingent III employees work throughout the university's Asia and Europe divisions in many departments, bringing them in contact with students, faculty, and staff in a wide variety of functions.

Compensation

As an overseas contingent III employee, you will receive a monthly paycheck (subject to required withholdings) that includes a base salary, with a retirement stipend, and health, dental, vision, and prescription benefits (see *Medical Benefits and Insurance*).

Time Off (Prorated Based on Full-Time Equivalency)

Annual time off
Sick time off
Personal time off
Holidays

Medical Benefits and Insurance

Overseas contingent III employees who work on average 20 or more hours per week (50 percent or more full-time equivalency) are eligible for subsidized health, dental, vision, and prescription benefits offered by either the state of Maryland or by Clements Worldwide.

Please note: You must enroll in the benefits described above within the first 60 days of employment, during the annual open enrollment period, or within 60 days of experiencing a qualifying event.

**Outstanding Benefits That Fit the Lifestyle
of You and Your Family—**

**Another Good Reason
Why You Belong At UMUC!**

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Medical Benefits and Insurance, cont.

The state of Maryland offers a CareFirst Blue Cross Blue Shield PPO plan (including vision coverage), United Concordia DPPO Dental plan, and CVS Caremark prescription plan. Overseas employees also have the option of enrolling in Clements Worldwide health, prescription, dental, and vision coverage.

Insurance that is available to any overseas contingent III employee includes accidental death and dismemberment and group life insurance.

Retirement

Overseas contingent III employees receive a retirement stipend equal to 7.25 percent of their base salary and are eligible to contribute to a supplemental retirement account (SRA). The companies that administer these plans are Fidelity Investments and TIAA. Plan choices include 403(b) and 457(b). The university does not provide subsidies or matching funds.

Tuition Remission

UMUC offers a tuition waiver program that allows overseas contingent III employees to enroll in a maximum of 8 credits per semester at UMUC in Asia, Europe, or Adelphi free of tuition charges. Eligibility is dependent upon meeting admission criteria and any enrollment caps. NOTE: For part-time employees (at least 50 percent time), tuition remission benefits are prorated. Spouses and dependent children are eligible for undergraduate tuition remission after two years of service.

Direct Deposit

Direct deposit is available to overseas contingent III employees. Paychecks will automatically be deposited directly into an employee's checking account once the employee completes a direct deposit authorization form.

About UMUC

University of Maryland University College was founded more than 70 years ago specifically to serve the higher education needs of working adults and servicemembers. Today, UMUC continues that tradition online and offers more than 90 degrees, certificates, and specializations backed by the reputation of a state university and the University System of Maryland. For more information, visit umuc.edu.

Equal Employment Opportunity

UMUC is an Equal Opportunity Employer. For more information, please see UMUC's Affirmative Action, Equal Opportunity, and Sexual Harassment Policy at umuc.edu/eoo.

Annual Safety and Security Report

The Annual Safety and Security Report is available to prospective employees and includes information about campus crime and security. Please visit umuc.edu/security to view the report.

NOTE: This document presents highlights of benefits plans. Actual plan documents prevail in all situations involving questions or issues.

QUESTIONS? NEED ADDITIONAL INFORMATION?

umuc.edu/careers



University of Maryland University College is accredited by the Middle States Commission on Higher Education, 3624 Market Street, Philadelphia, PA 19104 (267-284-5000), an institutional accrediting agency recognized by the U.S. Secretary of Education and the Council for Higher Education Accreditation. UMUC is a constituent institution of the University System of Maryland and is governed by the USM Board of Regents. UMUC is certified to operate by the State Council of Higher Education for Virginia. UMUC at Quantico, Corporate Center, 525 Corporate Drive #101, Stafford, VA 22554.