

B-base Faculty and Nine (9) month pay Employees

Employee Benefits

Continuous Appointment in to Fall

1. Nine (9) - month pay

Iowa State University insurance benefit programs are designed to cover the 9-month budgeted employee during the summer months provided the employee is to be re-appointed to a benefits-eligible position during the fall semester.

- The employees on a nine-month academic year appointment have their budgeted salary paid August through May. (10 pay periods)
- Summer Benefits are deducted from the employee's May paycheck; this will maintain the benefits though the summer months.
 - Prepayment of Summer benefits from May's paycheck:
 - Triple (3) deductions:
 - Medical, dental, voluntary vision and/or long term care
June, July and August coverage
 - Life insurance(s) and/or disability
May, June and July coverage
 - Employee Flexible Spending Accounts:
 - Employees contribution will NOT be tripled
 - ISU Plan credits towards the spending account WILL be tripled
- Normal payroll deductions for all benefits resume in August for those with eligible fall appointments.

➤ **NOTE:**

Interested in electing the 12-month pay option for the next fiscal year?

Complete the appropriate "Request for Twelve-Month Pay Option", found on the ISU Payroll website at: <http://www.controller.iastate.edu/payroll/forms.htm>

Completed form **MUST** be returned to Payroll by the early July deadline date as listed on the site. Call the ISU Payroll Office at 294-6556 for questions regarding this form and process.

2. Twelve (12) - month pay

Faculty or staff who previously elected to have their 9 month budgeted salary paid over 12 months will continue to have monthly benefit deductions taken from each payroll through the summer months.