



We are an equal opportunity employer who values diversity.

BENEFIT HIGHLIGHTS FOR FULL-TIME STAFF (KCA)

Benefits	Who Pays	When Eligible	Cost to Employee	What Employees Receives
Vacation	The University	Eligible after 90 days of employment. If hired before the 15 th , will start accruing upon date of hire.	Nothing	Grades 1-8 receive 10 days per year. After 4 years receives 15 days. After 8 years receives 20 days. Grades 9-15 receive 21 days per year.
Sick Leave	The University	Eligible after 90 days of employment. If hired before the 15 th , will start accruing upon date of hire.	Nothing	1 day per month until a maximum of 6 months of leave is accumulated.
Holidays	The University	Upon employment	Nothing	New Year's Day, Martin Luther King Day, President's Day, Good Friday, Memorial Day, Independence Day, Labor Day, Veteran's Day, Thanksgiving Day, Day After Thanksgiving, Christmas Eve, Christmas Day, Your Birthday.
Health Insurance	The University and the employee share the cost.	First day of the month following date of hire.	HMO- Monthly rates Single: \$95.49 Employee+Spouse: \$334.84 Employee+Child(ren): \$304.19 Family:\$463.36 POS- Monthly rates Single: \$131.96 Employee+Spouse: \$493.41 Employee+Child(ren): \$444.67 Family:\$675.32	HMO and Point of Service Coverage through United Health Care. Health insurance premium deductions are not subject to federal or state income tax or social security tax.
Dental Insurance	The Employee	First day of the month following date of hire.	Monthly cost Single: \$20.89 Single+1: \$41.57 Family: \$76.20	Dental coverage through MetLife Insurance. Premium deductions are not subject to federal or state income tax or social security tax.
Life Insurance	The University	First day of the month following date of hire	Nothing	1 times annual salary through Prudential Life Insurance



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Life Insurance	The Employee	First day of the month following date of hire	Based on employees age and amount selected.	Additional life insurance up to 5 times annual salary and dependent life at a group rate.
Flexible Spending Accounts	The Employee	First day of the month following date of hire.	Health Care FSA limit: \$4,000. Dependent Care FSA limit: \$5,000.	FSA deductions are not subject to federal or state income taxes or Social Security. Reimbursed through Process Works
Disability Insurance	The University	Eligible after 1 year of Full-Time Employment	Nothing	Standard Insurance will provides disability benefits up to 60% of employee's annual rate on the date the employee was last at work. Benefits start after 180 days of continuous and total disability.
Retirement Program	The University and the Employee	Upon employment	First 5 years--optional After 5 years—Mandatory but no cost to employee	After 2 years of full-time service if you contribute 6% Park University will match 6%. After 5 years of full-time service, Park University gives employee a 6% increase to be used for their portion of the retirement plan.
Funeral Leave	The University	Upon employment	Nothing	Three days with pay for death of immediate family, two additional days, if circumstances dictate. For other relatives or fellow employees, one-half day with pay.
Direct Deposit and I-Pay	The University	Upon employment	Nothing	Employees who provide a completed direct deposit form will have their money deposited directly into the designated checking or savings account. All employees will be able to view their pay information online using ADP I-Pay.
Tuition Remission	The University	Next available semester/term after hire date	Undergraduate—No Cost Graduate level classes—Employee—No Cost Spouse and dependent must pay the difference between undergraduate and graduate rate.	Undergraduate level classes employees may take up to 6 credit hours per semester. Spouse and dependents may attend full time. Graduate level tuition remission will cover up to 5 credit hours per semester. Fred Pryor classes also available.