Rochester Institute of Technology (RIT) recognizes the importance of providing employees a comprehensive and competitive benefits program. A competitive benefits program which adds over 30% to your total compensation is key to our continued growth as an organization and offers employees benefits in support of overall health and financial security.

This brochure briefly summarizes the many and varied benefits available to regular employees. Unless otherwise noted, benefits begin the 1st of the month following date of hire. Beginning with the first day of employment, employees are enrolled and protected by Social Security, Workers’ Compensation, and Unemployment Insurance. For more detailed information, refer to the HR webpage at www.rit.edu/benefits.

**Medical/Rx Benefits**

RIT offers comprehensive medical coverage administered by Excellus BlueCross BlueShield. The prescription drug benefit is administered by OptumRx. Employees may cover their spouse/domestic partner and children up to age 26.

RIT offers a variety of medical plans which provides employees a wide range of options to meet the varying needs of RIT employees and their family members.

RIT makes a substantial contribution to the medical plan premium. Employee premium costs vary based on plan, coverage level, and employee Salary Level.

See inside for more benefit highlights

**Holidays**

- New Year’s Day
- Memorial Day
- Independence Day
- Labor Day
- Thanksgiving Day & the day after Thanksgiving
- Christmas Day
- Four RIT-designated holidays between Christmas and New Year’s

**Other Benefits**

- On-site family medical practice, offering primary care services
- On-site day care at Margaret’s House at competitive rates
- Free use of on-site fitness facilities for employees
- Use of the University Library
- Adoption Assistance Program, providing a $2,000 reimbursement to help employees expand their families
- RIT Homeowner Partnership program with the City of Rochester, providing up to $9,000 in financial assistance to purchase a home in the city.

**About RIT**

Founded in 1829, Rochester Institute of Technology is a diverse and collaborative community of engaged, socially conscious, and intellectually curious minds.

It is a co-educational, privately endowed university, enrolling over 18,000 American and International undergraduate and graduate students emphasizing career and experiential learning.

Join the RIT family and…

*Improve the world through creativity and innovation.*

Collaborate where the exceptional happens every day.

At RIT, we’re always on to something with passion and purpose.
Dental Benefits
RIT offers two dental plan options, administered by Excellus BlueCross BlueShield. Employees may cover their spouse/domestic partner and children up to age 26. RIT pays the majority of the dental premiums for employees.

Vision Benefits
RIT offers vision coverage through VSP. Employees may cover their spouse/domestic partner and children up to age 26.

Life and Accidental Death and Dismemberment (AD&D)
RIT provides all regular full-time employees with accidental death and dismemberment insurance, at no cost, with a Basic Life and Accidental Death and Dismemberment insurance. The benefit is equal to two times employee base pay, to a maximum amount of $100,000 for full-time employees and a maximum amount of $50,000 for eligible part-time employees.

In addition, RIT offers the opportunity to elect Supplemental Life and AD&D Insurance. Options include Employee and/or Dependent Life and AD&D Insurance, providing coverage for your spouse/partner and/or eligible children. Supplemental coverage is fully paid by employee payroll deductions.

Short Term Disability
RIT provides paid sick leave for eligible part-time employees. Sick leave is paid based on the employee's base pay for up to an additional 18 weeks, for a total short term disability leave benefit of 26 weeks.

Long Term Disability
RIT provides regular full-time employees, at no cost, with Long Term Disability (LTD). The LTD benefit provides 60% of base pay, with a monthly maximum of $7,000 (offset by other income), after short term disability. Regular full-time employees are also eligible to purchase Suppemental LTD to increase their monthly benefit.

Beneflex Flexible Spending Account (FSA)
RIT offers both a health care Flexible Spending Account (FSA) as well as a Dependent Care FSA to regular full-time and eligible part-time employees. These flexible spending accounts enable employees to save on taxes for eligible healthcare and/or dependent care expenses.

Retirement Program
RIT’s Retirement Savings Plan, a 403(b) plan, allows employees to contribute on a pre-tax and/or Roth basis. RIT contributes a percentage of base pay to the Plan beginning the first of the month after one year of service, provided the employee contributes to the plan, as follows:

<table>
<thead>
<tr>
<th>Employee</th>
<th>2%</th>
<th>3%</th>
<th>4%</th>
<th>5% or more</th>
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<tbody>
<tr>
<td>RIT</td>
<td>4%</td>
<td>6%</td>
<td>8%</td>
<td>9%</td>
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Employees may choose to designate their contribution to go to Fidelity and/or TIAA.

Employee Assistance Program (EAP)
RIT provides confidential counseling, work/life assistance for child and elder care, debt management, and legal services.

Better Me Employee Wellness Program
RIT’s Better Me employee wellness program provides health and wellness services and resources in six wellness dimensions: physical, emotional, financial, occupational, social, and environmental. In addition to Better Me’s education and resources, RIT offers confidential nutrition and wellness coaching and a variety of fitness and wellness classes.

Additional Voluntary Benefits
RIT offers several additional voluntary benefits, paid by employees through payroll deductions: auto and homeowner’s insurance at group rates, a group legal services plan, identity theft protection, New York’s College Savings Program, and U.S. Savings Bond program.

Vacation
Regular full-time and part-time staff employees are eligible for paid vacation. Vacation is pro-rated during the 1st year, based on the date of hire and is earned based on the fiscal year (July 1 – June 30).

<table>
<thead>
<tr>
<th>Service</th>
<th>Exempt</th>
<th>Nonexempt</th>
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<tbody>
<tr>
<td>&lt; 5 Years</td>
<td>3 Weeks</td>
<td>2 Weeks</td>
</tr>
<tr>
<td>Year 5</td>
<td>4 Weeks</td>
<td>3 Weeks</td>
</tr>
<tr>
<td>Year 10</td>
<td>4 Weeks</td>
<td>4 Weeks</td>
</tr>
<tr>
<td>Year 20</td>
<td>5 Weeks</td>
<td>5 Weeks</td>
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For Faculty on:
12-Month Contract: 4 weeks’ vacation each fiscal year; after 20 years of service, 5 weeks earned.
<12-Month Contract: Break schedule observed for the established academic year.

Paid Family Leave (PFL)
RIT provides 12 weeks paid family leave (PFL) benefits in accordance with applicable state law.

Education Benefits
RIT’s commitment to a quality education is reflected in the variety of education benefits available to employees and/or their eligible family members.

Tuition Waiver (TW)
All regular employees are eligible for an immediate 100% waiver for undergraduate and most graduate level courses taken at RIT beginning on the date of hire. RIT also provides TW benefits for eligible family members after a service requirement is met.

Tuition Assistance (TA)
All regular full-time and eligible part-time employees may be reimbursed up to $750 per semester for job-related credit courses taken at accredited colleges and universities.

Tuition Exchange (TE)
Eligible children of regular full-time employees who have at least five years of regular, full-time service and eligible part-time employees with at least 10 years of eligible service can apply for a TE scholarship at participating colleges/universities.

Tuition Scholarship (TS)
Eligible children of regular full-time employees who have at least five years of regular full-time service and eligible part-time employees with at least 10 years of eligible service can apply for a TS if the child does not receive TW or TE. The annual maximum benefit is $1,500 per child.