



## 2025 Benefits at a Glance

| Benefits   | Provider/Features   | Description/Comments   |
|--|---|--|
| <b>Retirement Plan 403(b)</b>                                    | <b>TIAA-CREF</b>  | Louisburg College matches employee pre-tax contributions on a \$ for \$ basis up to 6% of their earnings. All contributions are immediately 100% vested. This benefit is offered to all employees in both full-time and part-time status. Additionally, employees can voluntarily contribute (non-matched) up to the IRS limits. The plan provides a full array of investment options to grow your retirement funds.     |
| <b>Medical Insurance</b>   | <b>Blue Cross Blue Shield (BCBS) of NC</b>                          | Our medical plan is designed to provide each full-time employee with comprehensive medical and prescription drug coverage. <b>Louisburg College pays 85% of the premium for Employee-only coverage and pays 50% of Employee+Child(ren) and Employee+Family coverage and the Employee pays 15% and 50% respectively on a pre-tax basis.</b> Spouses are only eligible IF they are not offered coverage by their employer. |
| <b>Dental Insurance</b>  | <b>Cigna - PPO Dental Insurance</b>                                 | Dental coverage helps pay dental expenses for full-time employees and their eligible dependents. The plan covers many preventative and restoration services as well as orthodontics. The premiums are group rates, and employee premiums are paid on a pre-tax basis.  |
| <b>Group Vision</b>  | <b>VSP</b>  | Vision coverage assists employees with their out-of-pocket expenses for routine eye care including examinations, frames, lenses, and contacts.   |
| <b>Flexible Spending Account (FSA) - Healthcare Expenses</b>     | <b>Medcom</b>   | This FSA allows employees to use pre-tax dollars to help pay for certain out-of-pocket healthcare expenses. Employees may contribute up to \$3,300 with a minimum of \$240 per plan year. Maximum rollover of unused funds is \$660.   |
| <b>Flexible Spending Account (FSA) - Dependent Care Expenses</b> | <b>Medcom</b>   | This FSA allows employees to use pre-tax dollars to help pay for qualified dependent care expenses. Employees may contribute up to \$5,000 with a minimum of \$240 per plan year. No rollover of unused funds allowed.   |
| <b>Employee Assistance Program (EAP)</b>                         | <b>ComPsych with New York Life</b>                                  | The Employee Assistance Program benefit is provided to full-time employees at no cost. This benefit offers support and resources to the employee to address personal or work-related challenges and concerns. This benefit is provided to benefit eligible employees and members of the employee's household.  |
| <b>Group Term Life/Accidental Death &amp; Dismemberment</b>      | <b>New York Life Group Benefits Solutions (Subsidiary of Cigna)</b> | The employee life insurance benefit provided by Louisburg College at no cost to the employee is one (1) times the employee's base pay up to a maximum benefit of \$350,000. *Benefits reduced by 35% at age 65 and 50% at age 70. Employees may voluntarily elect supplemental life insurance.   |
| <b>Short-Term Disability</b>                                     | <b>New York Life Group Benefits Solutions (Subsidiary of Cigna)</b> | This benefit provides 60% of weekly earnings to a maximum of \$750/week.   |
| <b>Long-Term Disability</b>                                      | <b>New York Life Group Benefits Solutions (Subsidiary of Cigna)</b> | This benefit provides 60% of basic monthly earnings to a maximum of \$5,000 per month.   |

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| <b>Vacation</b>   |  | Upon initial eligibility, full-time staff employees earn 12 days of vacation per year. After five (5) years of employment, they earn 15 days per year, and after 10 years of employment, they earn 20 days of vacation per year.  |
| <b>Birthday</b>   |  | All full-time 12-month and part-time 12-month employees are eligible to receive a day off with pay for their birthday. The birthday off day cannot be banked or carried over and must be taken during the employee's birth month.   |
| <b>Holidays</b>   |  | <ul style="list-style-type: none"> <li>➤ <b>Full-time 12-month staff</b> is eligible for 10 paid holidays off.</li> <li>➤ <b>Eligible part-time 12-month staff</b> employees may receive holiday pay if a regularly scheduled work time falls on a holiday.</li> </ul>  |
| <b>Sick Leave</b>   |  | <ul style="list-style-type: none"> <li>➤ <b>Eligible employees - full-time 12-month staff</b> will accrue sick leave at 12 days per year - 1 day for every full month of service.</li> <li>➤ <b>Eligible part-time 12-month staff</b> will accrue sick leave at ½ the rate of full-time staff.</li> </ul> <p>Eligible employees may accumulate up to the equivalent of 65 workdays of sick leave.</p> |
| <b>Bereavement Leave</b>  |  | Employees are offered up to five (5) days of paid leave upon the death of a relative depending on their relationship to the deceased.   |
| <b>Family and Medical Leave, including Maternity &amp; Adoptive Leave</b> |  | Eligible employees may be granted up to 12 weeks of unpaid leave.   |
| <b>Military Leave</b>   |  | A leave of absence will be granted to employees called to active duty.  |
| <b>Tuition Remission Plan</b>   |  | A tuition waiver is available to eligible employees and dependents of direct employees of Louisburg College who work more than 975 hours per year. This benefit is intended to waive tuition only and is available for the first 75 semester hours attempted. The amount of tuition waived will be based on the percentage of full-time schedule worked by an employee.                               |
| <b>On-Campus Dining Services</b>  |  | Reduced cost of meals are offered to employees at Duke Dining Hall.   |
| <b>Seby B. Jones Performing Arts Center</b>                               |  | The employee receives one (1) half-price and one (1) complimentary ticket to each performance in the Allen de Hart Concert Series.  |
| <b>Athletic Events</b>  |  | Free admission to home games.   |

Note: The outline above provides descriptions of benefits offered to employees of Louisburg College. This outline is intended for informational purposes only and is not intended to create a contract or represent a standard operating practice or to amend, change, or cancel benefits, in whole or in part, at any time. All information is subject to change, and Louisburg College reserves the right, at its discretion, to amend, change or cancel benefits, in whole or in part, at any time. Eligibility for benefits may vary according to type, percentage of time worked, and duration of appointment. Please contact Nancy Dahl, Director of Human Resources at (919) 497-3309 for more information.