



Policy: 3C-11

Authority: 1001.64, F.S.

Law: 1001.64, F.S.

Responsible Party: Vice President, Human Resources and Diversity

Effective Date: 05/15/2001

Volume 3C - Human Resources, Hours of Work, Compensation, Retirement, and Benefits

Retirement Contributions

Procedure Effective Date: 05/15/2001

Procedure:

- A. Newly-hired full-time employees will report to Human Resources on or before the first day of employment to enroll in the Florida Retirement System. Part-time and temporary instructional employees; temporary, full-time employees filling a position for six months or less; and part-time, hourly employees who have not completed 2080 hours of employment and are not enrolled in the Florida Retirement System will automatically be enrolled in the Alternative Plan to Social Security at the time of hire. Part-time, hourly employees who complete 2080 hours of employment will be automatically enrolled in the Florida Retirement System. Human Resources will notify the employee, in writing, and will include, with the notification, the appropriate paperwork for completion.

- B. Upon termination, employees who participated in the Florida Retirement System prior to January 1, 1975, may receive a refund of individual contributions if the contributions will not be applied toward retirement credit.

Procedure Related Items

There are no related items for this Procedure