

## **2405 – KPERS**

The College and its employees shall, as required by law, participate in the Kansas Public Employees Retirement System (KPERS).

### Eligibility Requirements

Membership in the Kansas Public Employees Retirement System (KPERS) is mandatory for all employees in a KPERS covered position. A KPERS covered position is one which:

- is cover by Social Security;
- requires at least 630 hours of paid work per year (1,000 hours prior to July 1, 1993);
- is continuously and consistently employed;
- is not temporary; and
- is not seasonal.

The only exception to this mandatory requirement is for those individuals who retire under KPERS.

### Sign-up

A "Report of Member Status" form must be completed by all eligible employees. A "Designation of Beneficiary" form should also be completed in order to identify primary and contingent beneficiaries; changes of beneficiaries can be made at any time, but must be done by the employee on a "Designation of Beneficiary" form subsequent to the initial form.

Basic group life insurance provides an insured death benefit to active members when sign-up forms are received by the KPERS office. Membership also includes insured disability.

### Contribution Rate

Eligible employees are required to contribute a percentage of their gross compensation to KPERS in accordance with KPERS guidelines.

Each year, KPERS will provide members with an Annual Statement of Members Account.

### Information

Numerous and complex benefits are provided through KPERS. A Designated Agent, located in the Office of Human Resources, is appointed by the College to assist employees with these issues.

**Contact(s):** Director of Human Resources

**Related Form(s):**

**References:**

**Relevant Policy or Procedure(s):** 1405 – Kansas Public Employees Retirement System (KPERs)

**Approved by:** President

**Date:** 8/23/02

**Revision(s):** 10/16/07; 9/21/09; 10/9/19 (minor revision)