



Casper Wyoming
www.caspercollege.edu

Summary of Benefits (Administrative and Classified Staff)

Health Insurance – begins 1st day of month following employment;
College (state) pays approximately 85% of premium for employee and dependents;
State of WY self insures; Cigna administers; \$350, \$750, \$1500 or \$2000 deductible

Dental Insurance – begins 1st day of month following employment;
College (state) pays approximately 85% of premium for employee and dependents;
Delta Dental; \$50 deductible

Life Insurance – begins 1st day of month following employment;
College (state) pays approximately 85% of premium; Employee \$60K; purchase Dependents \$4K

Employee and Family Assistance Program – begins upon employment (also retirees)
College pays; service through – Three Trails: *Creating Healthy Employees, Families and Communities*.
Unlimited visits for employee and dependent family members

Retirement Contribution – begins 1st day of month following employment; College contributes 12.69%
and employee contributes 1.43% of salary to employee choice of TIAA-CREF or Wyoming Retirement Sys

Tuition Waiver (Policy 1400:27:11) – eligibility begins 6 months after employment; Casper College classes
for employee and dependents; University of Wyoming for employee. Limits apply

Holidays - 10 days by policy plus additional days designated by college president.

Annual Leave – Administrative (exempt) accrue 14 hours per month (accrual limits apply)
Classified (non-exempt) accrue 10 hours per month (accrual limits apply)

Sick Leave – one day per month (accrual limits apply)

Voluntary Short Term Disability Available for purchase;
Requires application and approved eligibility pays 66 2/3%, short waiting period

Long Term Disability – Full-time employees and full-time faculty
Requires application and approved eligibility; pays 60% of current earnings

Compensation Administrative Staff (exempt) and Classified Staff (non-exempt) are paid monthly.

Additional nice benefits of working at Casper College include complimentary Krampert Theatre tickets; admission to sporting events; College ID is College and Public Library card; check cashing and stamp purchasing privileges in Accounting and Financial Management Office; fitness center; nurse on campus and cafeteria/coffee bar services during academic year.

* This document is intended only as a summary and overview of the benefits offered. Employees should consult Human Resources Staff, the Policy and Procedures Manual, retirement, life insurance or health insurance documents for details.