

### Retirement Program Guidelines for Temporary Employees

Temporary employees have the right to opt out of participation in the state retirement programs offered through the University of South Carolina. The following guidelines provide important information to help you make the choice that best meets your circumstances. They are also a good reference for issues that should be considered if you participate in the South Carolina Public Employee Benefit Authority (PEBA) retirement programs.

As a new employee you will receive an email notification asking you to complete a task in our online system. Once that task is completed, you will receive an email from PEBA asking you to make your retirement election within 30 days of your initial hire. As a temporary employee, you have the option to participate in one of the state retirement plans or you may opt out of enrolling in a plan and forego having retirement funds deducted from your pay.

**However, in the following circumstances\*, you are required to participate in a PEBA retirement program:**

- 1) **You currently have funds on deposit in the SCRS account, administered by PEBA, and you are in a position consistent with SCRS participation** – If you already have funds on deposit in the SCRS, please confirm your retirement election upon receipt of your email from PEBA, and submit the [Active Member Beneficiary Form \(Form 1102\)](#), if the original beneficiary information needs to be updated.
- 2) **You have not elected to opt out of participation within 30 days of the date of hire** – If you have the option to opt out of participation, but do not indicate this within 30 days of your date of hire, you will automatically default to the SCRS and will need to submit the [Active Member Beneficiary Form \(Form 1102\)](#).
- 3) **You are a PEBA system retiree returning to work** – If you are returning to work, please select the appropriate option on the Offer of Temporary Employment Form. As applicable, those rehired as a retiree will be updated in the PEBA system upon completion of your assigned retirement onboarding task. Upon returning to work, you will become eligible for the Active Incidental Death Benefit. To update your beneficiary information to include this benefit you will need to complete an [Active Member Beneficiary \(Form 1102\)](#). **It is imperative that as a retiree participant you accurately report your status to your hiring department and complete your assigned retirement onboarding task in a timely manner to avoid any penalties or adjustments to future pay deductions.** Additionally, for retirees returning to work, a \$10,000 earnings limitation will apply if your retirement date is January 2, 2013 or later **and** you were younger than age 62 (under SCRS) or age 57 (under PORS) at the date of retirement. Please refer to the [PEBA website](#) for further clarification.

Insurance Note: Please advise Medicare of your election to active group coverage and options for part B coverage. If you are enrolled in retiree insurance (and are Medicare eligible) through PEBA, you will be required to refuse retiree coverage upon qualifying for active group coverage.

**\*NOTE:** In the circumstances above, continued participation in the same retirement account is generally required and deductions will be made at the applicable active employee rate.

**If you have no funds currently on deposit, are not a retiree participant, and are within 30 days from the date of hire you have three options:**

- 1) **Choose to participate in SCRS (or PORS, if applicable)** – If you choose this option, submit the [Active Member Beneficiary \(Form 1102\)](#) and select this election upon receipt of the email that you receive from PEBA.
- 2) **Choose to participate in the State Optional Retirement Program (State ORP)** – If you choose this option, submit the [Active Incidental Death Benefit Beneficiary Designation \(Form 1106\)](#) and the enrollment form for your chosen vendor (please obtain this form directly from the vendor) and select this election upon receipt of the email that you receive from PEBA.
- 3) **Elect for non-membership** – If you wish to elect for non-membership, please select this option upon receipt of your email from PEBA.