

# Eligibility Standard for Employee Insurance and Retirement Benefits

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## 1. Procedure Summary Statement

To establish principles for eligibility standards for employee insurance and retirement benefits..

## 2. Definitions

N/A

## 3. Procedure

1. Employees of Northeast Community College who work a minimum of 1560 hours or teach a minimum of 75% of a full-time faculty load (AP-7244) per fiscal year or combination thereof, are eligible for employee insurance and retirement fringe benefits for which they qualify during their period of actual employment. The only exception will be those benefits purchased from carriers whose specifications deviate from this eligibility standard.
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