

Benefits at a Glance – Support Staff
Regular Full-time or Part-time (0.40 FTE to 1.00 FTE)

Effective January 1, 2025

Benefit	Coverage	Eligibility	Total Monthly Cost				
			FTE	Coverage	Employee	University	
Extended Health Care	Benefit year: January 1 – December 31 <i>Extended Health coverage is subject to Alberta Blue Cross inside maximums, limitations, and exclusions:</i> 100% Prescription drugs Generic pricing \$25 annual deductible, \$6.50 dispensing fee cap per prescription 100% Hospital accommodation 100% Ambulance service 100% Paramedical practitioners / 80% Psychologist 100% Eye examinations (\$40/24 months) 100% Out of province emergency medical	Effective: Date of Hire Mandatory participation	0.80 – 1.00	Single	\$4.12	\$79.12	
				Family	\$11.10	\$197.12	
			0.60 – 0.79	Single	\$19.94	\$63.30	
				Family	\$50.52	\$157.70	
			0.40 – 0.59	Single	\$35.76	\$47.48	
				Family	\$89.94	\$118.28	
Dental	Benefit year: April 1 – March 31 <i>Dental coverage is subject to the current Alberta Blue Cross Usual and Customary Fee Schedule:</i> 80% Basic dental services 65% Extensive dentistry \$1,500 combined maximum per person per benefit year 65% Periodontic dentistry Lifetime maximum of \$1,500 per person 50% Orthodontics Lifetime maximum of \$1,500 per dependent child under age 19	Effective: 6 months from Date of Hire Mandatory participation	0.80 – 1.00	Single	\$2.80	\$46.84	
				Family	\$7.02	\$117.04	
			0.60 – 0.79	Single	\$13.16	\$36.48	
				Family	\$32.88	\$91.18	
			0.40 – 0.59	Single	\$22.28	\$27.36	
				Family	\$55.68	\$68.38	
Balance – Online Wellness	Online Wellness program. Set goals, keep track of your actions to achieve and maintain a healthy lifestyle. Earn points and win prizes.	Effective: Date of Hire	Benefit is provided at no cost to the employee				
Flexible Spending Account	Benefit Year: July 1 – June 30 Eligible employees receive flexible spending credits based on their FTE to allocate to a Health Spending Account (HSA), a Wellness Spending Account (WSA), or both. Unused credits may be carried forward for one benefit year after the year in which the credits are advanced. <table border="0" style="width: 100%;"> <tr> <td style="width: 50%; vertical-align: top;"> Health Spending Account (Non-Taxable) Benefit may be used for employee and eligible dependents. Provides for reimbursement of medically related expenses not covered by provincial health care or which exceed the plan maximums. </td> <td style="width: 50%; vertical-align: top;"> Wellness Spending Account (Taxable) Benefit is limited to expenses for the employee only. Covers eligible non-medical expenses and wellness related activities which promote the health and wellbeing of the employee. </td> </tr> </table>	Health Spending Account (Non-Taxable) Benefit may be used for employee and eligible dependents. Provides for reimbursement of medically related expenses not covered by provincial health care or which exceed the plan maximums.	Wellness Spending Account (Taxable) Benefit is limited to expenses for the employee only. Covers eligible non-medical expenses and wellness related activities which promote the health and wellbeing of the employee.	Effective: Date of Hire	Annual Credit Allocation: Benefit provided at no cost to the employee		
		Health Spending Account (Non-Taxable) Benefit may be used for employee and eligible dependents. Provides for reimbursement of medically related expenses not covered by provincial health care or which exceed the plan maximums.	Wellness Spending Account (Taxable) Benefit is limited to expenses for the employee only. Covers eligible non-medical expenses and wellness related activities which promote the health and wellbeing of the employee.				
		0.80 – 1.00 FTE: \$850 per year					
		0.60 – 0.79 FTE: \$680 per year					
		0.40 – 0.59 FTE: \$510 per year					
Credits are prorated for staff members who are hired after the new benefit year starts. \$100 minimum credit allocation to HSA and WSA if employee chooses both.							
Long Term Disability	Non-taxable benefit provides income continuance if the employee is unable to return to work due to long-term illness or injury. After an LTD claim is approved, the employee will receive 70% of first \$2,500 earnings and 40% of the balance up to a maximum of \$3,500 /month to age 65 if disability continues.	Effective: 6 months from Date of Hire	Mandatory participation 100% Employee paid	\$1,309 per \$100 insured earnings up to \$6,875 per month maximum insurable salary			
Group Life Insurance	In the event of death, the employee's designated beneficiary will receive a lump sum payment of 2 times the employee's annual salary. Maximum benefit is \$175,000.	Effective: 6 months from Date of Hire	Mandatory participation 100% Employee paid	\$0.1194 per \$1,000 of coverage			
Optional Life Insurance	Additional life insurance can be purchased for both the staff member and their spouse in units of \$1,000 to a maximum of \$300,000. Medical evidence of insurability is required.	Application required	100% Employee paid	Based on age, gender, smoker/non-smoker status and the amount of insurance requested			
Child Optional Life Insurance	Optional child life insurance can be purchased in units of \$5,000, \$10,000 or \$15,000 per dependent child.	Application required	100% Employee paid	\$5,000 – \$1.10 \$10,000 – \$2.20 \$15,000 – \$3.30			

SUPPORT STAFF – REGULAR

*Cost sharing of premiums between the Governors and staff members would be implemented where an increase to these costs exceeds the rates outlined in the Collective Agreement between the Governors of the University of Calgary and Alberta Union of Provincial Employees Local 52.

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Pension	Description	Eligibility	Employee and University Contribution Rates																	
Public Service Pension Plan (PSP) pspp.ca	Defined Benefit pension plan provides monthly benefit after retirement based on average salary (to pensionable salary caps) and pensionable service. Participation is: <ul style="list-style-type: none"> • Mandatory if working 30+ hours per week • Optional if working 14 – 29 hours per week Once in the plan, participation continues until termination or change to ineligible employment category. Visit PSP website for more information.	Effective: Date of Hire	Yearly Maximum Pensionable Earnings (“YMPE”) 2025 YMPE: \$71,300 The University of Calgary matches the Employee’s contributions Employee Contribution Rates as of January 1, 2023: 8.30% on salary up to the YMPE plus 11.90% on salary above the YMPE																	
Other Programs	Description	Eligibility	Benefit																	
SUPPORT STAFF – REGULAR	Tuition Support Program Employee	Benefit Year: July 1 – June 30 Employee only: Covers tuition for both University of Calgary Continuing Education courses and Academic credit courses (excludes general fees, course materials and other costs). Tuition support is based on the tuition course cost listed in the Tuition and General Fees Chart. The individual is responsible for any difference between program course costs and the amounts in the Tuition and General Fee Chart .	Effective: 6 months from Employee’s continuous service date in a benefit eligible position Employee must apply for the benefit	Tuition Support per Academic Year: Employee <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>FTE</th> <th>% Course Fee</th> <th>Academic Courses</th> <th>Continuing Education</th> </tr> </thead> <tbody> <tr> <td>0.80 – 1.00</td> <td>100% of</td> <td>4 half-credit course fees</td> <td>4 course fees \$1,999. max/course</td> </tr> <tr> <td>0.60 – 0.79</td> <td>80% of</td> <td>4 half-credit course fees</td> <td>4 course fees \$1,599. max/course</td> </tr> <tr> <td>0.40 – 0.59</td> <td>60% of</td> <td>4 half-credit course fees</td> <td>4 course fees \$1,199. max/course</td> </tr> </tbody> </table>	FTE	% Course Fee	Academic Courses	Continuing Education	0.80 – 1.00	100% of	4 half-credit course fees	4 course fees \$1,999. max/course	0.60 – 0.79	80% of	4 half-credit course fees	4 course fees \$1,599. max/course	0.40 – 0.59	60% of	4 half-credit course fees	4 course fees \$1,199. max/course
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Tuition Fee Waiver Spouse and dependents	Benefit Year: July 1 – June 30 Spouse and eligible dependent children: Covers tuition for University of Calgary Academic credit courses (excludes general fees, course materials and other costs). The Tuition Fee Waiver for eligible dependents does not include Continuing Education courses.	Effective: 1 year from Employee’s continuous service date in a benefit eligible position Employee must apply for the benefit	Tuition Fee Waiver per Academic Year: Spouse and Eligible Dependents <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>Employee Job Status</th> <th>% Course Fee</th> <th>Academic Courses</th> <th>Continuing Education</th> </tr> </thead> <tbody> <tr> <td>Full-time</td> <td>100% of</td> <td>3 half-credit course fees</td> <td>Not covered</td> </tr> <tr> <td>Part-time</td> <td>50% of</td> <td>3 half-credit course fees</td> <td>Not covered</td> </tr> </tbody> </table>	Employee Job Status	% Course Fee	Academic Courses	Continuing Education	Full-time	100% of	3 half-credit course fees	Not covered	Part-time	50% of	3 half-credit course fees	Not covered					
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Full-time	100% of	3 half-credit course fees	Not covered																	
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Vacation	Vacation leave balances accrue with each pay period from the date of hire. Vacation accrual is pro-rated and based on FTE. Part-time employees accrue vacation entitlement on the same basis as Full-time employees but proportionate to their normal hours of work.	Effective: Date of Hire	3 weeks for years 1 to 4 4 weeks for years 5 to 16 (one-time bonus week after 8 years) 5 weeks for years 17 to 25 6 weeks for years 26 and over																	
Sick Leave	Sick leave coverage provides Support Staff with income when absent from work due to non-occupational illness or injury. Depending on the situation, medical documentation may be required. Sick Leave for Part-time employees is provided on the same basis as Full-time employees but proportionate to the employee’s normal hours of work.	Effective: Date of Hire	130 Days of sick leave per calendar year <ul style="list-style-type: none"> • Illness within the first 3 months: paid at 70% salary • Illness after 3 months up to 1 year of service: 20 days paid at 100% salary and 110 days at 70% salary • Number of days paid at 100% salary increases with each year of employment 																	
Employee and Family Assistance Plan (EFAP)	EFAP is a confidential service available to you and your family members. Support is available over the phone and off-site, providing referrals to resources, services, and support in the employee’s community.	Effective: Date of Hire	Benefit is provided at no cost to the employee																	

NOTE: This document is intended only as a general summary of group benefits, pension and other programs offered through employment with the University of Calgary. Group benefit coverage is governed by the contract between plan providers and the Governors of the University of Calgary. Pension is governed in accordance with the provisions of the Public Service Pension Plan. Other programs are governed by specific University Policy. In the event of any variation between the information in this document and the provisions within the governing documents, the governing documents will prevail.

Questions? Please contact UService at 403-210-9300 or email: hr@ucalgary.ca