

AN EQUAL OPPORTUNITY EMPLOYER

Northwestern Oklahoma State University

Alva-Enid-Woodward

709 Oklahoma Blvd.

Alva, OK 73717-2799

(580)327-1700

Office of the President

Name of Employee

Date

Department

STAFF APPOINTMENT

You have been appointed as a non-tenured member of the staff with the position of _____ at Northwestern Oklahoma State University, subject to all the policies of the Regional University System of Oklahoma, the laws and constitutions of Oklahoma and the United States, and the policies adopted by the University. This appointment is effective _____.

Summary of Employer-Paid Compensation

SALARY..... \$ _____

HEALTH INSURANCE	\$
VISION INSURANCE	\$
LIFE INSURANCE	\$
LONG TERM DISABILITY (LTD)	\$
OTRS FRINGE BENEFIT	\$
OTRS ADMIN FEE	\$
OLD AGE, SURVIVOR'S, DISABILITY INS	\$
MEDICARE	\$
WORK COMP/UNEMPLOYMENT COMP	\$

TOTAL FINANCIAL PROJECTION..... \$ _____

As of 7-1-09, NWOSU pays the entire amount due to the OTR System for this employee pension plan. Referred to as the "employer pick-up." The amount deposited each month into the employee's account is 7% of gross pay plus employer-paid health, vision, life, long-term disability (LTD), and OTR pick-up.

OTHER BENEFITS IN COMPLIANCE WITH NWOSU AND RUSO POLICIES AS APPLICABLE:
Wellness Center Family Membership, Athletics Courtesy Pass for Family or Guest, Family and Employee Tuition Waivers, Sick/Annual Leave, and Holiday Pay.

Collegially,

Janet Cunningham, President

NOTE: Benefit cost figures are provided to reflect the approximate cost for the fiscal year. Exact amounts depend upon insurance rates that are subject to change. Above calculations are based on 12 months work and could vary based on time actually worked. If employed by a grant, the employee's position is conditional upon continuation of grant funding for the project. In addition, University policy requires that all employees whose positions are funded with grant monies must have their annual leave fully funded within the grant.