

# Arkansas State University-Jonesboro

## Part-time Employee Acknowledgement Form

Last Name \_\_\_\_\_ First Name \_\_\_\_\_

Address (for W-2) \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_  
XXX-XXX-XXXX

<input type="checkbox"/> <b>TIAA Social Security Alternative Plan</b>	<p>This plan is mandatory for all part-time, seasonal, and temporary workers. It takes the place of the social security tax. The 7.5% of gross pay that would normally go to social security will now be put in a retirement account for each individual with TIAA-CREF. This allows each employee to have control over their investment for their retirement dollars. Medicare tax (1.45%) will still be withheld and contributed for all employees. Participation in this plan may result in your contributions to a personal IRA account not being allowed by the IRS as a tax savings plan. You are encouraged to consult with your accountant regarding any potential implications.</p> <p>TIAA-CREF will send you a packet in the mail explaining the plan in further detail and providing an allotment to allow you to choose how you would like to invest your dollars. Until that time, your money will go into a money market account.</p> <p><b>After-Tax Retirement Option</b> A retirement plan is also available from TIAA-CREF for those employees not eligible for regular retirement benefits. This would be in the form of an after-tax deduction from your paycheck and would not be matched by the University. For further information, please contact your Human Resources Representative at 972-3454.</p>
<input type="checkbox"/> <b>403(b) Salary Reduction Plan</b>	<p>As a part-time (non-student) employee who works greater than 20 hours per week or more than 1,000 hours during the fiscal year, I acknowledge that I have been informed of my right to enroll in a supplemental retirement plan with Arkansas State University.</p>
<input type="checkbox"/> <b>State of Arkansas Statement of Selective Service Status</b>	<p>I understand that to be eligible for employment with the State of Arkansas I must register, or be exempt from registration, with the Selective Service System in accordance with the Military Selective Act, 50 USC Appx §452 et seq., as specified in Act 228 of the 1997 Acts of the Arkansas General Assembly.</p> <p><input type="checkbox"/> I swear or affirm under penalty of perjury that I have registered with the Selective Service System.</p> <p><input type="checkbox"/> I swear or affirm under penalty of perjury that I am exempt from registration because of the following provision(s) of the Military Selective Service Act or Act 228 of the 1997 Acts of the Arkansas General Assembly:</p> <p><input type="radio"/> I am female.</p> <p><input type="radio"/> I am under 18 years of age.</p> <p><input type="radio"/> I am 26 years of age or over.</p> <p><input type="radio"/> I am currently a member of the armed forces on active duty.</p> <p><input type="radio"/> I am an exempted resident alien.</p> <p><input type="radio"/> Other: _____</p>

Employee Signature \_\_\_\_\_ Date \_\_\_\_\_