



As a member of the George Washington University family, you have access to a myriad of benefits and perks available to you. We'll help you navigate through the wealth of program options available to find the best fit for you and your family.

The benefits covered in this document are Health and Welfare, Retirement, Time Off and Additional Perks.

Health and Welfare

Medical Plans

GW offers two different medical plan designs, both through UnitedHealthcare (UHC): the GW Health Savings Plan (HSP) and the GW PPO. Both plans include prescription drug coverage through CVS Caremark.

QUICK TIP

Use **Castlight** to discover how much you will pay for a doctor's visit before you make an appointment. Learn more at <https://benefits.gwu.edu/castlight>.

Flexible Spending Accounts (FSAs)

Use pre-tax dollars for eligible health and dependent care expenses by enrolling in one or both of our flexible spending accounts.

Health Savings Account (HSA)

If you participate in the GW HSP, you can use pre-tax dollars for eligible health care expenses by enrolling in a health savings account.

Dental Plans

Keep your smile healthy by choosing from three dental plan options offered through Aetna: High PPO, Low PPO and DMO. All GW dental plans are standalone, meaning you can enroll in dental coverage even if you don't have medical coverage through the university.

Vision Plans

For only a few dollars each month, GW employees and their families can have access to one of two standalone vision plan options, Basic and Enhanced, both provided through UHC.

Short- and Long-Term Disability

In the event that you cannot work due to a non-work related illness or disability, the disability plans offered will provide you with income replacement. During your first two years, you are eligible to participate in GW's voluntary short-term disability plan. After two years, you become eligible for GW-paid short-term disability, which covers between 50% and 100% of your income (depending on years of service and employee status). GW also provides basic long-term disability* for full-time, benefits eligible faculty and staff at no cost. You can also purchase additional long-term disability coverage if you'd like.

**Coverage begins after one year of service, unless the employee had prior group coverage within the last 12 months.*

Life Insurance and Accidental Death and Dismemberment (AD&D) Insurance

GW provides basic life and AD&D insurance at no cost to you. You may purchase additional coverage for yourself or for your spouse, same- or opposite-sex domestic partner or children.

Retirement

403(b) Plan

Take the worry out of retirement by investing early. You may begin making contributions to GW's 403(b) upon employment with the university. GW offers a traditional (pre-tax) as well as a Roth (post-tax) option.

401(a) Plan

After completing two years of service* at GW, you will automatically be enrolled in our 401(a) Retirement Plan, to which GW will make a base contribution of 4% of your eligible salary. Here's where it gets really good: If you participate in the 403(b), GW will also match 150% of the first 4% of your contributions, up to a maximum match of 6%!

**The two-year service requirement may be satisfied in whole or in part by service at another college or university. If applicable, please complete the 401(a) Prior Employment Verification Form at <https://benefits.gwu.edu/benefits-forms>.*

Time Off

Annual Leave

At GW, we value work-life balance. To help support, GW offers a variety of leave programs to employees including annual time:

Years of Service	Annual Days: Nonexempt*	Annual Days: Exempt*
0-2	13	15
3-4	15	18
5-15	21	21
16+	24	24

*Part-time accrual is based on percentage of effort.

Sick Leave

Feeling under the weather? GW offers paid sick time for absences due to illness, medical treatment or to care for a loved one. Regular full-time employees accrue sick time at a rate of eight hours per month*.

*Part-time accrual is based on percentage of effort.

Paid Holidays

Here's something to celebrate: GW employees receive 11 paid holidays per year.

Miscellaneous

GW offers employees paid time off for bereavement and jury duty. Full-time staff and residents may also receive staff paid parental leave* after completing two years of benefits eligible service at the university.

*Part-time staff and full- or part-time faculty are not eligible for staff paid parental leave. Certain faculty may be eligible for paid childcare leave under the faculty code.

Note to residents and faculty: Please refer to the applicable manual/handbook for additional paid time off details.



Additional Perks

Tuition Programs

Get back in the classroom by using GW's generous tuition remission benefit. We'll help cover the cost of GW course tuition for not only you, but also for your spouse, domestic partner and/or eligible dependent(s).

Employee Discounts

Everyone loves discounts. Luckily, yours as a GW employee are diverse and plenty. Enjoy reduced rates on gym and Capital Bikeshare memberships, hotels, mobile plans, campus dining and Super Shuttle, just to name a few.

Wellbeing Hotline

Find support during life's major moments by utilizing GW's Wellbeing Hotline. Included in your benefits at no cost to you, the hotline provides around-the-clock, confidential assistance ranging from life event planning to personal counseling from highly trained master's- and doctoral-level clinicians. Simplify any situation by letting our work-life specialists do the research and map solutions for you!

Child & Elder Care

Did your family care arrangements just fall through? GW has your back. Our Backup Family Care program provides you with up to five days per year of discounted backup care for children, adults and elders. You also receive discounted tuition rates and preferred access at select childcare centers.

HealthAdvocate

For assistance with resolving healthcare and insurance issues, look no further than GW's HealthAdvocate program. By utilizing this special benefit, you will gain personalized, prompt and reliable expert help while reaping in savings in time and money.

Educational Seminars

When you work at a university, you never have to stop being a student. GW employees have access to an array of health and financial seminars conducted online and in-person throughout the year.

Wellness Programs

GW's wellness programs are designed with you in mind. From smoking cessation and healthy pregnancy programs, to fitness and bikeshare discounts, to an Employee Assistance Program, to weight management and nutrition discounts - we provide resources and support to help you succeed.

Transportation

Save money on your daily commute with the SmartBenefits program. Participants can set aside pre-tax dollars from each paycheck to cover work-related expenses on public transportation (Metrorail and Metrobus) as well as Metro and non-Metro parking (including off-campus and occasional on-campus parking).

Group Legal Plan

Avoid paying an arm and a leg in legal fees by enrolling in GW's Group Legal program, provided by the Legal Resources® Plan. You'll also gain access to a nationwide network of highly qualified legal firms comprising over 11,000 professional attorneys.

Easy Access to Benefits Information

GW employees can enjoy easy access to the latest benefits news and information through multiple platforms. Updates, reminders and general benefits information is frequently posted to the following GW Benefits resources:

Website: <https://benefits.gwu.edu>

Twitter: [@gw_benefits](https://twitter.com/gw_benefits) (https://twitter.com/gw_benefits)

GWell blog: <https://blogs.gwu.edu/gwbenefits>

For more information on GW benefits and perks, visit <https://benefits.gwu.edu>.

GW Benefits

Finance Division

45155 Research Place
Suite 160

Ashburn, VA 20147

Phone: (571) 553-8382 | Fax: (571) 553-8385

benefits@gwu.edu