

Common Pay Check Deductions

<u>Deduction Title</u>	<u>Deduction Description</u>
COMPUTER	Computer loan repayment
CS SHT TERM ISP*	Short term income security deduction for all benefit eligible employees
CS ST ISP FRNGE*	Short term income security premium paid by Principia for all benefit eligible employees
DENTAL EPP0	Guardian (dental) PPO enriched plan
DENTAL HMO	Guardian (dental) DHMO plan
DENTAL VPPO	Guardian (dental) PPO value plan
DIRECT DEPOSIT	Amount deposited into your bank account after deductions
ELECTRICITY	Elsah campus electric bill
ELSAH RENT	Elsah campus rent
EQUIVEST RA*	Equivest retirement - required 2% minimum employee contribution
EQUIVEST VOL*	Equivest retirement - employee contribution over 7.5%
EXTRA LIFE INS	Voluntary life insurance
FLEX DEP CARE	Flex dependent care
FLEX HEALTH	Flex health
FRINGE DEDUCT	Taxable benefits - will have equivalent amount in earnings area
GAS	Elsah gas bill
LIFE CHILD	Life insurance payment for children
LIFE INSURANCE	Basic life insurance premium
LIFE SPOUSE	Life insurance payment for spouse
LONG TERM ISP*	Long term income security deduction for all CS benefit eligible employees
LT ISP FRINGE*	Long term income security premium paid by Principia for all CS benefit eligible employees
PAY DEDUCT	Prinbill payments
PAYMENTS	Garnishment
PLAN	St Louis dining service summer plan
PRIN FUND	Contributions to Principia
RENT DEPOSIT	Rent deposit for campus apartments
RENT TECH	Elsah rental technical utility
ROTH DCP RA*	ROTH/TIAA retirement annuity contribution - required 2% minimum employee contribution
ROTH DCP VOL*	ROTH/TIAA retirement annuity contribution - balance of employee contribution to 7.5%
ROTH GSRA*	ROTH/TIAA supplemental - employee contribution above 7.5%
SRV SHTTERM ISP*	Short term disability (all non-CS benefit eligible employees)
SRV ST ISP FRNG*	Short term disability premium paid by Principia (all non-CS benefit eligible employees)
ST L RENT	St Louis rental payment

STUDENT LN	Student loan payments
TIAA DCP RA*	TIAA retirement annuity account - required 2% minimum employee contribution
TIAA DCP VOL*	TIAA retirement annuity account - balance of employee contribution to 7.5%
TIAA TDA GSRA*	TIAA supplemental retirement - employee contribution above 7.5%
TIAA TDA RA*	TIAA retirement annuity account - employee contribution above 7.5%
UHC 3ML-HRA	UHC medical deduction
UHC 7FC-HRA	UHC medical deduction
UHC-7FG	UHC medical deduction
UNITED WAY	United way donations
VISION	Vision insurance payment

*See attached for further details

From: Principia Distribution System
Sent: Tuesday, January 25, 2011 10:11 AM
Subject: Important Notice: 403b Deductions and Your January Paycheck

The Principia

Interoffice Correspondence

To: College and School Faculty and Staff
Subject: Important Notice: 403b Deductions and Your January Paycheck
Reply to: greg.hibbs@principia.edu;

THIS IS ONE OF TWO IMPORTANT NOTICES REGARDING YOUR JANUARY PAYCHECK.

Updated 403(b) Retirement Plan reporting requirements and the new ROTH accounts mean that your paycheck will look a little different starting this month. The changes affecting your paycheck are:

- The mandatory 2% 403(b) contribution required of all benefits-eligible employees appears as a separate payroll deduction.
- Employee contributions above 2% will appear as a separate payroll deduction.
- The new pre-tax ROTH account contributions required the addition of new payroll deduction codes.

Please refer to the following payroll codes and descriptions when reviewing your January paycheck. Your contribution amounts and investment selections are based on the most recent Salary Reduction Agreement signed by you.

Pre-tax 403(b) payroll deductions

<u>Paycheck Code</u>	<u>Description</u>	
Tiaa Dcp Ra Annuity Account	Required 2% minimum employee contribution	TIAA Retirement
Equivest Ra Retirement Annuity Account	Required 2% minimum employee contribution	Equivest Individual
Tiaa Dcp Vol Annuity Account	Balance of employee contribution to 7.5%	TIAA Retirement
Tiaa Tda Ra Annuity Account	Employee contribution above 7.5%	TIAA Retirement
Tiaa Tda Gsra Retirement Annuity Account	Employee contribution above 7.5%	TIAA Supplemental
Equivest Vol Retirement Annuity Account	Employee contribution above 7.5%	Equivest Individual
403B Match Annuity Account	Principia matching contribution	TIAA Retirement
<i>Roth after-tax 403(b) payroll deductions</i>		
Roth Dcp Ra Retirement Annuity Account	Required 2% Minimum Contribution	ROTH/TIAA
Roth Dcp Vol Retirement Annuity Account	Balance of elective deferral to 7.5% of salary	ROTH/TIAA
Roth Gsra Supplemental Retirement Annuity Account	Elective deferral above 7.5% of salary	ROTH/TIAA

Questions regarding your paycheck? Contact Liz Campbell, Payroll Accountant, x3268 StL Campus or liz.campbell@principia.edu

Questions regarding the 403(b) Plan, contribution limits for 2011, or to change your contribution amount. Contact Greg Hibbs, Benefit Specialist, x 3115 StL Campus or greg.hibbs@principia.edu

From: Principia Distribution System

Sent: Tuesday, January 25, 2011 10:12 AM

Subject: Important Notice: Income Security Plan Deductions and Your January Paycheck

The Principia

Interoffice Correspondence

To: College and School Faculty and Staff

Subject: Important Notice: Income Security Plan Deductions and Your January Paycheck

Reply to: greg.hibbs@principia.edu;

THIS IS THE SECOND OF TWO IMPORTANT NOTICES REGARDING YOUR JANUARY PAYCHECK.

Effective January 1st, all benefits-eligible employees are covered under Principia's new *Short-term* and *Long-term Income Security Plan*. Details of each plan were discussed at the annual benefit enrollment meetings held last November on each campus. Participation in these plans is required, and the cost is shared 50% by Principia and 50% by the employee (same as Group Basic Life Insurance). The employee premium is paid monthly through payroll deduction.

In order for the benefit to be payable tax-free, the Principia-paid premium must be reported as taxable income on your annual W-2 Statement of Earnings. This results in multiple payroll codes appearing on your paycheck. Please refer to the following payroll codes and descriptions when reviewing your January paycheck.

Short-term Income Security Plan

The following paycheck codes reflect the actual payroll deduction for the monthly premium paid by the employee:

Short Term Isp (deduction)

Cs Sht Term Isp (deduction)

Srv Shtterm Isp (deduction)

The following payroll code combinations are used to report the monthly premium paid by Principia as taxable income to the employee:

Csst Term Isp (earnings) & **St Disab Fringe** (deduction)

Cs Shtterm Isp (earnings) & **Cs St Isp Frnge** (deduction)

Cs/St Term Isp (earnings) & **Cs St Isp Frnge** (deduction)

Srv Stterm Isp (earnings) & **Srv St Isp Frng** (deduction)

Long-term Income Security Plan

The following paycheck codes reflect the actual payroll deduction for the monthly premium paid by the employee:

Long Term Disab (deduction)

Long Term Isp (deduction)

The following payroll code combinations are used to report the monthly premium paid by Principia as taxable income to the employee:

Long Term Isp (earnings) & **Lt Disab Fringe** (deduction)

Long Term Isp (earnings) & **Lt Isp Fringe** (deduction)

Questions regarding your paycheck? Contact Liz Campbell, Payroll Accountant, x3268 StL Campus or liz.campbell@principia.edu

Questions regarding the Income Security Plan? Contact Greg Hibbs, Benefit Specialist, x3115 StL Campus or greg.hibbs@principia.edu