



Municipal Pension Plan Enrolment Eligibility

The *Public Sector Pensions Plan Act* governs the requirements for enrolment in the Municipal Pension Plan. The enrolment criteria are as follows:

IMPORTANT

Please complete either an enrolment or waiver form and return it to Human Resources

MANDATORY ENROLMENT:

Regular Full-time = enrolment in the Municipal Pension Plan is **mandatory** for all employees hired into regular full-time appointments.

Existing Municipal Pension Plan Member = if you are currently enrolled in the Municipal Pension Plan at another employer or have contributed to the Municipal Pension Plan in the last 30 days, you are required to enroll and contribute through Okanagan College regardless of your appointment category.

Please complete the pension enrolment form only and return it to Human Resources.

If you are in receipt of a monthly pension, complete a "Re-Employment of a Retired Member" form available by request from Human Resources.

OPTIONAL ENROLMENT *for Regular part-time of 17 1/2 hours per week or more:*

Enrolment in the Municipal Pension Plan is **optional** by Board for Support Staff with the following appointment category:

- **Regular part-time (50% or more)**

Please complete either an enrolment or waiver form and return it to Human Resources. If you elect to enroll, your pension contributions will begin three months after permanent hire date.

OPTIONAL ENROLMENT *after meeting both pension eligibility criteria:*

Enrolment in the Municipal Pension Plan is **optional** for Support Staff with the following appointment categories ***after meeting pension eligibility criteria:***

- **Regular part-time (less than 50%)**
- **Sessional full-time**
- **Sessional part-time**
- **Non-Regular Support Staff appointments/Student employees**

ELIGIBILITY CRITERIA for optional enrolment:

1. *earnings of 35% of Year's Maximum pensionable earnings (YMPE) in each of two consecutive years, PLUS*
2. *two years of continuous employment at Okanagan College.*

Please complete either an enrolment or waiver form and return it to Human Resources. If you elect to enroll, your pension contributions will begin after you meet the eligibility criteria noted above (contribution start date will be at least a minimum of two years from first hire date).

Please refer to the "Guide for Plan Members" available on the Municipal Pension Plan website at www.mpp.pensionsbc.ca for additional information or call Charlene Cornett, Pensions & Benefits Coordinator at 762-5445 extension 4603.