



# MUNICIPAL PENSION PLAN ENROLMENT FORM

Please complete and return form promptly to Human Resources at:  
 Okanagan College, 1000 KLO Road, Kelowna, BC V1Y 4X8  
 Fax: (250) 862-5621 Phone: (250) 762-5445, ext. 4603

Last Name:		Given Name(s):		Social Insurance No.:	
Gender: <input type="checkbox"/> Female <input type="checkbox"/> Male		Employee ID # (if known):		Date of Birth: (YYYY/MM/DD)	
Employee Mailing Address: (include street, city/town, province and postal code)				Employee Home Phone - include 10 digits ( )	
1. Are you currently a contributor to the Municipal Pension Plan? <b>If yes, you will be enrolled immediately.</b>				<input type="checkbox"/> Yes <input type="checkbox"/> No	
2. Have you contributed to the Municipal Pension Plan in the last 30 days? <b>If yes, you will be enrolled immediately.</b>				<input type="checkbox"/> Yes <input type="checkbox"/> No	
3. Are you currently in receipt of a pension benefit from the Municipal Pension Plan? <b>If yes, you will continue to receive your pension and cannot enrol or contribute to the Plan.</b>				<input type="checkbox"/> Yes <input type="checkbox"/> No	
Spouse/Partner Last Name:		Spouse/Partner Given Name(s):		Spouse/Partner Date of Birth: (YYYY/MM/DD)	
<b>Complete a "Nomination of Beneficiary Form" if you do NOT have a spouse/partner or if you wish to name a beneficiary other than your spouse/partner.</b>					
Employee's Signature:				Date Signed:	
<b>Contribution Start Date for Municipal Pension (please check the applicable box after reviewing the enrolment criteria):</b>					
If you answered "Yes" to either of question 1 or 2 above, please check box A:					
A. <input type="checkbox"/> <b>Existing Municipal Pension Plan member = Mandatory enrolment</b> beginning on date of hire					
B. <input type="checkbox"/> <b>Regular Full-time = Mandatory enrolment</b> beginning three months from permanent hire date					
C. <input type="checkbox"/> <b>Regular Part-time (17.5 hours per week or more) = Optional enrolment</b> beginning three months from permanent hire date					
D. <input type="checkbox"/> <b>Other (Sessional, Non-Regular Support Staff, Student Employees) - Met Eligibility Criteria</b> of 35% of YMPE earnings in two consecutive years PLUS two years continuous employment at Okanagan College = <b>Optional Enrolment</b> beginning on pay period following submission of enrolment form.					
<b>HUMAN RESOURCES USE ONLY</b>					
Employee Group: 04GENERL		Original Hire Date:		Current Hire Date:	
Organization Name: Okanagan College		Org ID 001799		Contribution Start Date:	
Distribution: <input type="checkbox"/> Pension Plan		<input type="checkbox"/> Payroll / Personnel File		Date Processed	
				Initial	