TOTAL COMPENSATION AND BENEFITS STATEMENT
QUESTIONS AND ANSWERS

Why did HR produce the Total Compensation and Benefits Statement?
At Dartmouth, we recognize that our success is only possible through the hard work and
dedication of all of our faculty and staff, and HR considers it a priority to foster a rewarding
environment that emphasizes excellence. Your total compensation package is one way that
Dartmouth recognizes you for your contributions.

What effective date was used for the data on my statement?
The data used to compile this report was as of December 31, 2014, and therefore any changes
made after that date are not reflected.

Should I have received a statement?
Statements were produced for anyone in a regular, benefits eligible role as of July 28, 2015, that
was also regular, benefits eligible as of December 31, 2014.

Why was last calendar year’s data used?
In order to present a complete set of annual figures we chose to use the data as of December 31,
2014. It is our intention to be able to provide this information and produce a similar statement in
early 2016 showing data effective December 31, 2015.

Can I receive cash instead of the Dartmouth paid benefits?
The benefits Dartmouth offers are in addition to your compensation. These benefits are available
to you as non-cash extras and cannot be converted to pay.

Is the Total Compensation and Benefits Statement the same as a Total Rewards statement?
Yes, this statement can be referred to as a Total Reward or a Total Compensation Statement.

How does Dartmouth calculate the value of my Paid Time Off?
For employees paid hourly the amounts on the statement are based on the actual paid time off
benefit hours paid in 2014. For salaried employees the amount is calculated using the standard
calculation where base salary (as of 12/31) is divided by 260 working days in a year to obtain a
daily rate. That daily rate is then multiplied by the number of PTO days available. For example,
if a salaried employee has a base salary of $30,000 and is eligible for 22 days of vacation the
calculation would be ($30,000/260)*22 = $2,538.46.

How does this statement relate to my paycheck?
Many of the amounts on the statement can be found on your last pay slip of 2014 as the year to
date totals for particular benefits, however, the statement is intended to provide you with
information about the value of all your benefits and highlight additional benefits for which you
may be eligible. The pay slip is a record of actual payments where the statement is a
comprehensive review of all benefits. Not all benefits appear on your pay slip.
How does this statement relate to my W-2?
The total compensation statement is intended to provide you with information about the value of all your benefits and highlight additional benefits for which you may be eligible. The W-2 is a record of actual payments made in total for a given calendar year. The W-2 Box 1 totals show in the Compensation Summary section of the statement.

What is the difference between my annual base salary of December 31, 2014 and my W-2 Box 1 Salary?
The W-2 Box 1 wages and the base salary amount will not match as the base salary is the rate in effect as of December 31, 2014, and the W-2 wages are the total of wages paid both before and after the July annual increases. For example, if you were being paid $25,000 as your annual salary from January to June of 2014 and then received an increase to $25,500 effective for July, your base salary as of December 31 would be $25,500, however your W-2 wages would be six months at $25,000 and six months at $25,500.

Why do I have a zero for my W-2 wages?
The W-2 wages are taken from the Box 1 amount of the 2014 W-2’s. There are certain employees who qualify for tax exempt status and therefore do not have a Box 1 value on their W-2.

I thought my benefit elections were different than what is showing on my statement. Is this information correct?
Some of the benefits, such as Life Insurance, may have had a pending change that didn’t take effect until after December 31, 2014. The information on the statement reflects the benefits that were in effect as of December 31 and would not reflect any pending elections at that time.

How do I change a benefit that is showing on my statement?
Many of the benefits on the statement are provided to you based on your employee category and some have options that may be changed. For benefits such as Medical, Dental, and Life insurance, you may elect a different plan or options either during the annual open enrollment period at the end of October, or mid-year with a qualifying event. For benefits such as Retirement contributions, you can change the allotment of benefit to each company (Fidelity, TIAA, Calvert) or the amount of your supplemental contribution mid-year or at open enrollment. All changeable elections can be accessed through the benefits system at www.dartgo.org/flexonline.

Can I change my basic life insurance/AD&D coverage amount?
Dartmouth provides basic life insurance up to $5,000 and a match of accidental death & dismemberment insurance coverage up to a maximum of $250,000, depending on your age and other limitations. The Basic Life and matching AD&D coverage is not something you can change and Dartmouth pays the full cost of the coverage. You can change your supplemental life insurance during the open enrollment period or if you experience a mid-year qualifying life event.

Why is there an amount showing for the Faculty/Employee Assistance Program? Does HR know who uses that program?
HR does not know if someone uses or has used F/EAP services. The amount shown on your statement for “FEAP Administration” reflects Dartmouth’s total cost of F/EAP administration and services, divided by all benefits-eligible employees.
**How were the retirement amounts calculated?**
Your retirement calculation is your base pay plus any additional retirement-eligible compensation you may have received during 2014. Contributions in the 401(a) and 403(b) Defined Contributions plans increase as follows:

- Age 21 through 29 – 3%
- Age 30 through 34 – 5%
- Age 35 through 39 – 7%
- Age 40 and older – 9%

DB participants, please refer to your Annual Pension Summary.

**My retirement amounts do not match what is in my account(s). Why are they different?**
The amount within your account(s) at TIAA-CREF, Fidelity Investments and/or Calvert, reflect actual contributions that you and/or Dartmouth made towards your retirement and may include gains or losses. The amount on the Total Compensation Statement are contributions that were made by you and/or Dartmouth during the calendar year of 2014.

**My current employer contributions are going into the 401(a) Defined Contribution Retirement Plan but I receive an Annual Pension Summary for my years in the Defined Benefit (DB) Retirement Plan. This DB information is not reflected on my total compensation statement.**
Only current contributions to the Defined Benefit Plan are reflected in this statement. Those employees who used to be in the Defined Benefit Plan and are now in the Defined Contribution Plan will only see their Defined Contribution Plan represented on their statement. Pension Summary statements are distributed annually showing the value of the Defined Benefit Plan for those not currently active in that plan.

**Is my comp statement being sent to the correct address?**
All correct demographic information is managed by the Dartmouth College Payroll Office. You can change your address yourself by going to the new Employee Self-Service web site. I have attached the Quick Start Guide [http://www.dartmouth.edu/~control/payroll/emp_selfservice_quick_start_guide.pdf](http://www.dartmouth.edu/~control/payroll/emp_selfservice_quick_start_guide.pdf) for your convenience. If you have any questions about this web site you should contact Payroll directly at 646.2697 or by email at Dartmouth.Payroll@Dartmouth.edu

**Can I have my comp statement sent to my email if I work for Dartmouth overseas?**
Yes, as long as you don’t mind your salary information being emailed. There is no other protected information (ssn, dob, etc.) contained in the statement so as long as you are fine we can email it. (FYI for Benefits Team, we are working on how to send PDF password protected.)

**Who should I contact if I have questions about my statement?**
You should contact the Benefits Office at Human.Resources.Benefits@Dartmouth.EDU or 603-646-3588 with questions.