Working at Cornell

Sabbatical

The benefits listed may be affected by a sabbatical leave if you were enrolled prior to the leave. When you return from your leave, prior benefit levels resume.

[accordion]

Health Plan

You continue to be eligible.

Contract College

Health deductions will be taken from your paycheck provided you continue to receive pay while on sabbatical. If you are not receiving pay while on sabbatical, your medical coverage continues with Cornell for 28 days past the last day of the bi-weekly pay period worked. The NYS Department of Civil Service will bill you for continuation of your medical coverage, with payment remitted to Civil Service. If coverage lapses due to nonpayment or involuntary cancellation, coverage terminates at the end of the pay period in which full payment was received. Medical coverage will be automatically reinstated on the first day of the second bi-weekly pay period in which you return to work regardless of whether you involuntarily or voluntarily continued medical coverage. If you requested to cancel medical coverage prior to your sabbatical with the HR Services & Transitions Center (HRSTC) or during the sabbatical directly with NYS, medical coverage is not automatically reinstated. You must complete a PS404 form and return it to the HRSTC in order for the medical coverage to begin on the first day of the following month. If coverage was not cancelled, your medical coverage will be reinstated automatically on the first day of the second bi-weekly pay period upon return to the payroll in a benefits-eligible position. Please contact the HRSTC via phone at (607) 255-3936 or via email at hrservices@cornell.edu if you have questions.

Endowed

If you are on a paid leave, deductions continue to be taken from your paycheck and coverage continues. If you are on an unpaid leave, to continue coverage, you will be billed by PayFlex monthly.

Dental Plan

Contract College:

The NYS Department of Civil Service will bill you for continuation of your dental coverage. If you do not want to continue the dental coverage, contact the NYS Department of Civil Service at (800) 833-4344. When you return to work, coverage will be reinstated automatically on the first of the second bi-weekly pay period upon return to the payroll in a benefits-eligible position. Please contact the HR Services and Transitions Center (HRSTC) via phone at (607) 255-3936 or via email at hrservices@cornell.edu if you have questions.

Endowed

If you are on a paid leave, deductions continue to be taken from your paycheck and coverage continues. If you are on an unpaid leave, to continue coverage, you will be billed by PayFlex monthly.

Vision Plan
**Contract College:**

New York State does not provide a vision plan.

**Endowed**

If you are on a paid leave, deductions continue to be taken from your paycheck and your coverage continues. If you are on an unpaid leave and would like to continue coverage, you will be billed by PayFlex on a monthly basis.

**Insurance**

**Life Insurance**

During an approved leave of absence without pay, your basic life insurance will continue at no cost to you. CIGNA Group Insurance will bill you for any Group Universal Life coverage that you may have.

If you are on an approved leave of absence with pay, your basic life insurance will continue to be provided at no cost to you. The required premiums for your Group Universal Life insurance will continue to be deducted from your paycheck.

**Long Term Care Insurance**

Those enrolled in a plan with RetirementGuard will continue to be billed at home.

**Personal Accident Insurance**

You will be billed by CIGNA Group Insurance for the premium if you are on an unpaid leave. Payroll deductions will continue if you are on paid leave.

**Auto, Home and Pet Insurance**

Mercer Voluntary Benefits will bill you for the premium.

**Retirement**

University contributions will be made if you are receiving Cornell salary.

**Savings**

**Flexible Spending Accounts**

If you are receiving Cornell salary, you will be able to continue to make contributions. If you are not receiving Cornell salary, you may continue your participation in the program by enrolling in COBRA.

**New York’s 529 College Savings Program**

While on unpaid leave, if you wish to continue to make contributions, you will need to contact NY’s 529 College Savings Program to discuss your options. If you are on paid leave, payroll deductions will continue.

**Disabilities Benefits**

You are eligible.

**Educational Benefits**

**Cornell Children’s Tuition Scholarship (CCTS)**

You are eligible.

**Employee Degree Program (EDP)**
You are NOT eligible.

**Part-Time Study**
You are NOT eligible.

**Tuition Aid**
You are NOT eligible.

[/accordion]