

2016 Ontario Teachers' Pension Plan Information

Sessional Contract Teaching in the Faculty of Education – University of Windsor

As a designated Faculty of Education (September 1, 2004), a *qualified* teacher who becomes employed at the faculty after the effective date of designation must commence mandatory participation in the plan effective with the date of employment unless they are employed in full time teaching for another employer.

Employees with one of the following are considered qualified and must contribute to the plan:

- Certificate of Qualification (including interim certificate) – replaces the Ministry of Education's Ontario Teacher's Certificate, Ontario Qualification Record Card and Letters of Standing.
- Letter of Permission obtained by their employer from the Ministry of Education. Participation is effective only during the period identified on the letter.

Non Eligible Qualifications

- Letter of Eligibility – not eligible to contribute to the plan. Membership commences once an Interim Certificate of Qualification is received, effective from the date of the certificate.
- Out of Province certifications – not eligible to contribute to the plan. Membership commences upon certification within the province of Ontario.

Service credit period ➤ September 1st to August 31st of each year = 260 days per the OTPP

Current contribution

Formula ➤

Contribution rates are based on the Year's Maximum Pension Earnings (YMPE) as determined by Canada Revenue Agency (CRA). Contributions to the plan are based on the following two-step formula:

- A = 11.50%** x pensionable earnings up to \$54,900 for calendar year 2016
- B = 13.10%** x pensionable earnings above \$54,900 for calendar year 2016
- A + B** = member contributions (Employer matches member contributions)

Current Service Credit

Formula ➤

Service credit days for sessional teaching are calculated as Sessional Course Rate (SCR) divided by Daily Salary Rate (DSR) (as established by the University each July 1st). To calculate the service credit days per sessional course, take the total contract amount of the course, and divide by \$400.60.

Example:

2016 Sessional course rate calc → $(\$8,000 + \$8,240) / 2 = \$8,120.00$

2016 DSR calc → $(\$102,618 + \$105,697) / 2 / 260 = \$400.60$

2016 Service Credit days = $\$8,120 / \$400.60 = 20.27$ service credit days per \$8,120 course.

Current Pensionable

Earnings Formula ➤ Sessional contract earnings – includes vacation pay

Steps for pension membership enrolment (if eligible):

➤ If qualified and not currently a member of the Ontario Teachers' Pension Plan

1. Complete the Enrolment Form (0145) in full. This form can be obtained from the OTPP website.
2. Attach a copy of your birth certificate.
3. Complete the iAccess Web Registration Form (0143e) (if not currently registered)
4. Return all of the above to the Human Resources Department, c/o Pensions & Benefits, 2nd floor, Chrysler Hall Tower *without delay to avoid having to make retroactive contributions.*

➤ If qualified and currently a member of the Ontario Teachers' Pension Plan

1. To avoid automatic enrolment written direction of exemption must be identified on your sessional contract letter.
2. Complete the Information Update Form (0146)
3. Complete the iAccess Web Registration Form (0143e) (if not currently registered)
4. Return all of the above to the Human Resources Department, c/o Pensions & Benefits, 2nd floor, Chrysler Hall Tower *without delay to avoid having to make retroactive contributions.*



Questions? Contact the Director of Employee Services at 253-3000 ext. 2014 for assistance.