

THE LANGUAGE USED IN THIS DOCUMENT DOES NOT CREATE AN EMPLOYMENT CONTRACT BETWEEN THE EMPLOYEE AND THE AGENCY. THIS DOCUMENT DOES NOT CREATE ANY CONTRACTUAL RIGHTS OR ENTITLEMENTS. THE AGENCY RESERVES THE RIGHT TO REVISE THE CONTENT OF THIS DOCUMENT, IN WHOLE OR IN PART. NO PROMISES OR ASSURANCES, WHETHER WRITTEN OR ORAL, WHICH ARE CONTRARY TO OR INCONSISTENT WITH THE TERMS OF THIS PARAGRAPH CREATE ANY CONTRACT OF EMPLOYMENT.

Benefits - Insurance Enrollment Periods

During the 31-day period following your date of hire, you may enroll in any College-offered benefits, regardless of the status of your health, or that of your dependents, unless you are transferring from another South Carolina state-covered entity. In the event of a transfer, you are required to continue your same level and type of coverage.

There is an annual enrollment period for the state insurance plans each October and an open enrollment period during October in odd years. You may make certain benefits changes during these enrollment periods. We will send you information about any changes that are occurring in the state insurance plans for the next calendar year, and about the benefit changes you may make during the enrollment period.

It is important that you watch for this information, read it carefully, and make changes appropriate to your needs during these enrollment opportunities.