

Retirement Procedures – Dual Employment

Participants in the State Optional Retirement Program who are hired into temporary or dual positions in other state agencies must participate in the State ORP in the secondary positions. Employees hired prior to July 1, 2002, remain active in the retirement system chosen at the time of initial employment. The following changes apply to all wages earned through the dual employment process with the University of South Carolina.

1. University of South Carolina faculty and staff enrolled in the South Carolina Retirement System (SCRS), Police Officers Retirement System, or the State Optional Retirement Program will have retirement contributions deducted from their dual employment compensation as appropriate.
2. Employees of other state agencies performing dual employment with the University of South Carolina have the following options:
 - If the dual employment position is a permanent state-slotted position, the employee must either participate in the South Carolina Retirement System, Police Officers Retirement System, or select a State ORP vendor consistent with the choice selected at the home agency. (If State ORP is selected, the employee must complete or provide a copy of the enrollment and beneficiary designation forms for the State ORP vendor.)
 - If the dual employment position is temporary (non state-slotted) and the employee is enrolled in SCRS at their home agency, the employee must participate in SCRS in the dual employment position. The employee must submit a Retirement Plan Enrollment (Form 1100).
 - If the dual employment position is temporary (non-slotted) and the employee is enrolled in the State ORP at their home agency, the employee must complete a Retirement Plan Enrollment (Form 1100) and submit an original enrollment form for the State ORP carrier as selected at the home agency.
3. Employees participating in the SCRS Teacher and Employee Retirement Incentive (TERI) Program are required to contribute to the retirement system. The employee must complete the Notification of Employed Retiree (Form 1114) and submit it with the dual employment packet.