

# General Information on NCRSP Membership

## Membership year:

- The NCRSP membership year runs from July 1 to June 30.

## Life memberships:

- *Effective 7/1/12:* When purchasing an NEA-Retired Life Membership, write a check for \$250, payable to NCAE.

*For cash-pay enrollments:* Include this amount on the transmittal form along with the NCAE, NCRSP, region, and local amounts.

*For EFT enrollments:* Send in the members checks (\$250 to NCAE) attached to the Membership Dues Notice—*do not include it in a transmittal report!*

- *NEA Life Memberships and NEA-Retired Life Memberships are **not** the same.* The NEA life membership is for **active** educators and the NEA-Retired life membership is for **retired** educators.
- *NCAE Life Memberships:* NCAE no longer sells a life membership, but some of your members may have one.

## Joint membership in NCRSP and NCAE:

- A retiree **cannot** be both an Active member and a Retired member. A retiree who joins NCAE as an Active member, whether working or not, is not eligible for NCRSP membership, and any existing NCRSP membership will be cancelled and any existing NEA-Retired life membership will be placed back in “pre-retired” status.

## Rehiring after retirement & NCRSP membership:

- If a retired education employee returns to work in a public education organization (i.e., “rehires”), and if that person is obligated to a school to work more than 30 days or 240 hours during an NCAE membership year (September 1 – August 31), that person is not eligible for Retired membership, and consequently **cannot hold membership in NCRSP**. This obligation may be based on either a written or oral agreement. In such a case, the member must transfer his membership back to Active status in NCAE.
- On the other hand, if an NCRSP member rehires, but is not under an obligation to work for more than 30 days or 240 hours, then that person is **eligible** for NCRSP membership. Further, if *the retiree in such a case is being paid (not volunteering)*, that person is eligible for coverage under NEA’s liability policy --- this coverage is automatic for Retired members under the NEA Bylaws.

## Membership processing issues:

- *Join date:* New memberships are accepted throughout the year, but the full annual dues must be paid regardless of the join date for Cash Pay members and Cash Pay members switching to EFT. New members joining through EFT will have “pro-rated” dues.
- December 15 --Membership deadline for previous year cash pay members.
- *NCRSP delegate allocation* --December 1 -- Membership deadline for NCRSP convention delegate allocations (membership forms received after November 30 won't count for delegate allocations)
- *NEA-Retired delegate election:* In order for an NEA-Retired member to vote for delegates to the NEA and NEA-Retired annual conventions, that membership must be submitted to the state office **by January 15**.
- *NEA-Retired Members:* Each local unit treasurer should keep a list of NEA-Retired members, since NCRSP members who are **not** NEA-Retired members **cannot** vote in the NEA-Retired delegate election (these would be pre-7/1/85 members who elected not to join NEA and who have maintained continuous membership since 7/1/85).
- *Membership records:* The state office recommends that membership records be kept by the local unit treasurer for at least two years (i.e., the current year and the previous year).
- *Membership record destruction:* When disposed of, *printed member records should be destroyed, not* simply thrown away.
- *AD&D Insurance:* The AD&D coverage amount is \$7,500 instead of \$2,500 for those members who elect EFT.
- *Deceased Members:* When you receive, your pre-printed renewal forms each year, take the renewal form for any member who died in the past year and write “Deceased” across the membership form and *mail it to NCRSP*.
- *Transmittal reports: **NEW:*** When submitting a transmittal report, combine the NCAE forms/check and the NCRSP forms/check in the same envelope.
- *Annual NCAE dues reconciliation:* If you receive notification from NCAE about dues, please reply as soon as possible so that they can update your records. *Please make a copy for your own records.*

## **EFT --Electronic Funds Transfer (Bank Draft or Credit Card)**

- *EFT enrollments:* **Do not** report EFT selections/enrollments on the NCRSP Transmittal Form—this form is for reporting cash-pay memberships only.
- *EFT enrollment notifications:* The local unit Treasurer **may** periodically receive a printout of new enrollees electing EFT of dues or cancellations of existing memberships. The Treasurer will **not** receive a printout if there are no new enrollees or cancellations. We ask that Treasurers share new enrollees with Membership Chairs and Presidents.
- *EFT dues distributions:* The local unit will receive local dues from the regional treasurer periodically throughout the year. Currently, the payments for each membership year are scheduled in October, January, April, and July.

### **Member service issues:**

- *Transfer of membership:* A member who wishes to transfer his membership to a different local unit should contact the state office and state what local unit he would like to join. The state office will make that change in the state database at the end of the current membership year. If the member is a payroll deduction member, his monthly deductions from that point forward will be credited to the new local unit beginning with the next membership year.
- *Maintaining continuous membership:* If an eligible retiree needs to join NCRSP in the current year in order to maintain continuous membership in NEA (usually in order to maintain insurance coverage), that retiree may join as an EFT or cash pay member.