

Total Reward Statements (TRS) Question & Answer

1. What is a Total Reward Statement (TRS)?

A Total Reward Statement (TRS) is a personalized document that provides an overview of your complete compensation package. It includes not only your base salary, but also all the benefits, perks, and non-monetary rewards that the University offers, such as health insurance, retirement contributions, paid leave, paid holidays, wellness programs, professional development opportunities, and more.

2. Why am I receiving a TRS?

The TRS is being provided to give you greater transparency into the total value of your employment at the University. Many of the rewards you receive go beyond your salary, and this statement highlights all the ways in which the University supports you. It's designed to help you see the full picture of your compensation and appreciate the comprehensive package available to you.

3. How do I access my TRS?

You will receive an email from HR with a link to access your TRS through our partner platform, Backstitch. The email will contain detailed instructions on how to log in and view your statement. If you do not receive the email, please contact the HR support team for assistance.

4. When will I receive my TRS?

Once training is complete, an email will be sent with the link to access your TRS.

5. What if I have trouble accessing my TRS?

If you experience any difficulties accessing your TRS, please contact HR at human-resources@marshall.edu / (304) 696-6455 for assistance. Our team will be happy to guide you through the process and troubleshoot any issues you encounter.

6. What if I believe there is an error in my TRS?

If you notice any discrepancies or errors in your TRS, please contact HR at human-resources@marshall.edu / (304) 696-6455. We will review the details of your TRS and work with you to correct any inaccuracies.

7. What does my TRS include?

Your TRS is designed to show you the total value of your employment beyond just your salary. It includes:

- **Base salary:** Your current annual salary or hourly wage.

- **Health benefits:** Contributions made by the University towards your health and basic life insurance.
- **Retirement contributions:** Employer contributions to your retirement plan, such as 401(a) or pension.
- **Paid leave:** The value of your vacation, sick leave, holiday and other time off benefits.
- **Additional perks:** Such as wellness programs, tuition assistance, professional development opportunities, and more.

8. Will my TRS change throughout the year?

Your TRS reflects your compensation package as of the date it was generated. It is a static document that provides a snapshot of your total rewards at a given time. Changes to your compensation (e.g., salary adjustments, benefit changes, or other rewards) will be reflected in future TRS updates.

9. Is the TRS confidential?

Yes, your TRS is confidential. You will be able to access it securely through the Backstitch platform. Options are available to download, print, and save a PDF Version of your Total Rewards statement.

10. Can I access my TRS on my mobile device?

Yes, the Backstitch platform is mobile-friendly. You will be able to view your TRS on your phone or tablet by following the same login process provided in the email.

11. How often will I receive a TRS?

We are planning to release total reward statements on an annual basis. Note, changes to your compensation package or University benefits, will only be updated and reflected on your TRS on an annual basis.

12. What if I leave the University—will I still get access to my TRS?

Once you leave the University, you will no longer have access to your TRS through the Backstitch platform. However, you can download and save a copy of your TRS for your records before your departure.

13. Will this TRS affect my actual paycheck?

No, the TRS is an informational tool only. It provides a summary of your total compensation and benefits but does not impact your actual salary or the amount you receive in your paycheck.

14. How does the TRS benefit me?

The TRS gives you a clear, comprehensive view of the full value of your employment. It helps you understand and appreciate the rewards and benefits that go beyond your salary, including health insurance, retirement contributions, paid leave, and other programs that support your overall well-being and career development.

15. Can I request additional information about specific components of my TRS?

Yes, if you would like more detailed information about any part of your TRS, such as retirement contributions or health benefits, please reach out to HR. We can provide you with a deeper explanation of how specific benefits are calculated and how they contribute to your overall compensation.

16. Will my manager have access to my TRS?

No, your TRS is private, and only you will have access to it. Managers will not have access to individual TRS documents for their team members.

17. Does this TRS constitute an employment agreement or contract?

No, the TRS is an informational document only. It does not constitute an employment agreement or contract. The TRS is designed to provide you with a clear view of your total compensation, but it does not alter or replace the terms of your employment.

18. What if I'm not currently utilizing all the benefits that are offered to me? Can they be cashed in?

No, unused benefits cannot be "cashed in." The TRS reflects the value of all benefits available to you, but if you're not using a specific benefit (e.g., wellness programs, tuition assistance), you are not eligible to receive the cash value of those benefits. You are encouraged to explore and take advantage of the benefits offered, as they are part of your total compensation package.

19. Will MURC Employees receive Total Reward Statements

Yes, we are in the process of working with our TRS Vendor and MURC to produce total reward statements for employees at the Research Corporation. We hope to have this project completed later in 2025.

20. Have more questions?

If you have any additional questions or concerns that weren't addressed in this Q&A, please feel free to contact HR at human-resources@marshall.edu and we'll be happy to assist.

21. Why don't the numbers on the TRS agree with my W2?

The W2 and TRS are two separate documents. The W2 is your taxable earnings for a calendar year. The TRS represents the value of all investments that the University has made in you during the fiscal year (July – June).