



2025

How Leave Works Together

Your Guide to Maternity & Parental Leave

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Whether you're already a parent, planning for your first child or just curious, you're probably wondering — just how much time will I be able to take for my maternity/parental leave? While we wish we could give you a uniform answer, Federal and state laws, as well as SoFi policies, determine how much time you may be able to take off for the birth or adoption of a baby. Because there are so many factors to consider in planning your pregnancy and/or parental bonding leave, it can get complicated. But don't worry...we're here to break it down for you!

The information in this guide will help you prepare for the time you'll be off work for pregnancy, childbirth, adoption or for parental leave. Getting familiar with how to set up your time on leave and how your benefits coverage works can bring peace of mind as you get ready for this life-changing event. This guide covers the various leave provisions available to you for taking time off of work, how your disability benefits work to replace wages while you're on leave, and other important information you'll need to know.

Of course, this is just meant to be a starting point. The SoFi Benefits team is here to help guide you through the process. If you need assistance or have questions, please reach out to hrleaves@sofi.org or benefits@sofi.org.

-Your Benefits Team

This guide is for reference purposes only. SoFi reserves the right to terminate or amend employer-sponsored plans at any time, in whole or in part, for any reason. While every effort has been made to provide an accurate summary of the plans and programs, the information contained in this handout, does not replace or change the meaning of the SoFi employer sponsored benefit plan documents, SPDs and contracts. The plan documents and contracts are controlling in the event of any discrepancy.



Things to consider

- There are many different types of leaves that may be used when you need to take time off to take care of yourself or your family. In most cases, the various leave programs work together to give you the needed time off, wage replacement and job protection.
- Most Paid Family and Medical Leave programs have a maximum amount of paid benefits/time available for you to use.
- Depending on your particular state, you may have additional leave programs that are applicable in addition to those provided by SoFi. **You are required to file with the applicable state program as your payments from Matrix take into account the payments from state programs. Please see pages 15–16 for a list of state paid family leave programs.**
- Some leaves may require a waiting period, also known as an elimination period, before your paid benefits can begin. You may be able to get paid during the waiting period by using your accrued sick time. You will need to enter in your sick time in ADP prior to your leave.
- Please file your leave with Matrix, our leave administrator, within **30–45** days of the need for leave. They cannot accept filings that are too early and will cancel any early filings.
- Join the Healthy Pregnancy Program with either Cigna or Kaiser. Their services are included as part of your medical plan and are provided at NO COST to you.
- Consider enrolling in one of the maternity or new parent tracks with Maven.
- Join Parents@SoFi employee circle, which provides a safe community where parents can freely discuss topics related to parenthood and work-life balance, while engaging in social opportunities. To learn more, please join the #circle-parentsatsofi public channel on Slack.

Types of Leave

Eligible employees can use the federal Family and Medical Leave Act (FLMA) for underlying job protection for 12 weeks with a combination of other benefits available, including:

- Short-Term Disability or Long-Term Disability
- Paid Family Leave (PFL)
- Paid Medical Leave (PML)
- Paid Parental leave (PPL)
- Sick time for exempt and non-exempt employees
- Vacation time for non-exempt employees

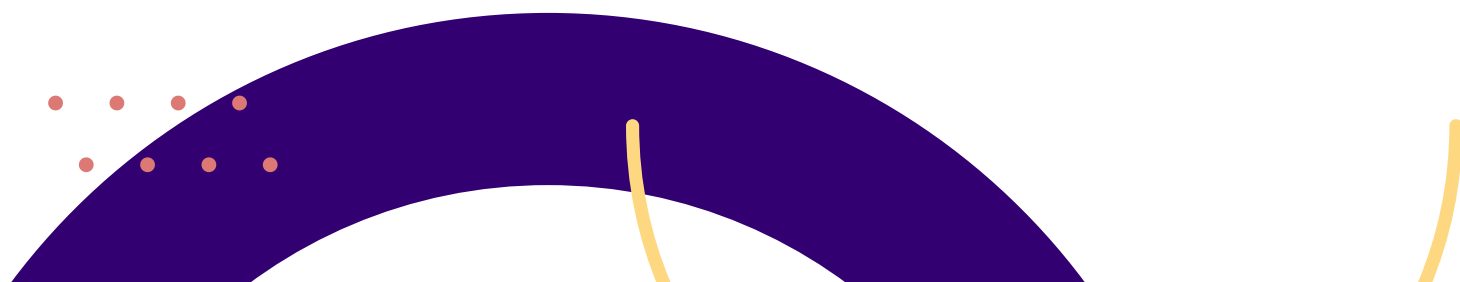
Some of these leaves may be required by state law and work together with SoFi's paid leave programs.

The following states have enacted Paid Pregnancy Leave and/or paid Parental leave laws: CA, CO, CT, DE, ME, MD, MA, MN, NH, NJ, NY, OR, RI, VT, WA, WA DC. If you reside in one of these states, you must file with your state's applicable program. Please see page 15 for additional information.

Birthing Parent Overview

First, let's start with the basics. Your maternity leave consists of 2 basic parts: maternity disability leave and parental leave (baby bonding time). There are laws in place for job protection (unpaid time off) such as FMLA, as well as various programs that will aid you in wage replacement during your leave. Once you have recovered from birth, you will be given the opportunity to transition to parental leave.

In general, most maternity and parental leave for birthing parents (who have been employed for at least 90 days to the first of the month) is 100% paid for 18-20 weeks, utilizing a combination of short-term disability, SoFi paid parental leave, SoFi Top Off leave plans and any applicable state paid family leave programs. Some states allow for additional time off.



What you Need to Know About Pregnancy Disability Leave

- From your first day of leave, there is a seven-day waiting period prior to short-term disability (STD) payments beginning. To ensure you receive income during your first week of leave, please use any accrued sick time and enter this time in ADP. The first week of leave sick time payment, if available, will come from SoFi payroll. If you have questions about how to enter sick time in ADP, please contact the payroll team at askpayroll@sofi.org. Exempt employees may not use flexible vacation time at any point during a leave of absence.
- Starting on the 8th day, all full-time regular employees receive up to 12 weeks of paid short-term disability (STD), if medically appropriate. Employees are eligible for STD coverage the first of the month after 90 days of employment. Generally, STD provides up to 60% of your weekly wages for a maximum of \$2,500 per week for six weeks, if a natural delivery- or eight weeks, if you have a c-section. **Please note: Matrix payments will be offset by the amount you receive from any state paid disability plan, so it is vital you apply timely with the applicable state program.**
- Wage replacement programs are coordinated with FMLA, if eligible, which provides up to 12 weeks of unpaid job-protected leave. See the Employee Handbook for more information on job protected leave benefits you may be entitled to.
- SoFi disability payments, except your first week of leave with sick time (if available), are administered and paid by Matrix. Please be sure to sign up for direct deposit.
- Before your leave, you are responsible to make arrangements to pre-pay or make payments while out on leave for your benefit deductions, such as medical, Health Care FSA and voluntary life insurance. Payments are due within 30 days of the due date and a 15 day grace period will be granted for late payments. If payments are not received within 45 days, benefits coverage will be terminated and reinstated upon your return to work. Please be sure to contact HRLeaves@sofi.org to make payment arrangements.
- Exempt (salaried) employees may not use flexible time off to extend your disability leave.

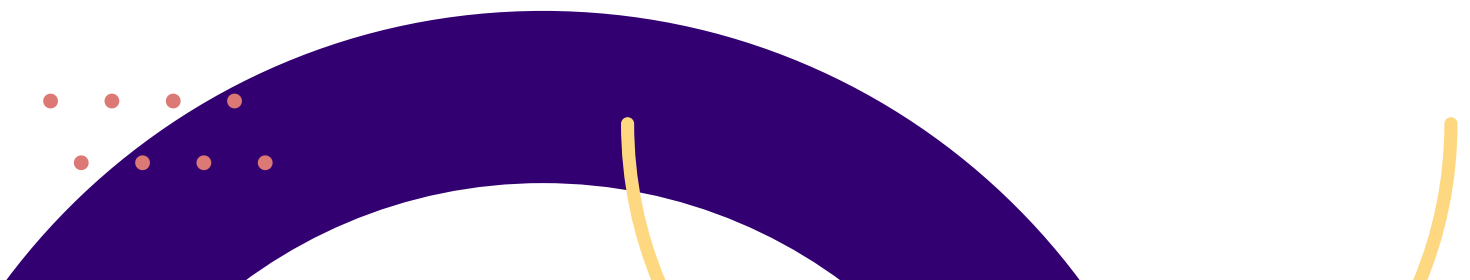
Please note: Some states may allow for additional time off with partial pay, which is paid via the applicable state paid leave program. Employees that reside in states with paid medical leave and/or paid family leave are required to file with their state's applicable program. Matrix will adjust their payments to you by the amount that is paid via the state's program.



What you need to know about Paid Parental Leave



Once you have transitioned from pregnancy disability to parental leave (baby bonding), you may be eligible for some or all of the following programs:

- SoFi parental leave coordinates any applicable state paid family leave programs and with FMLA, which provides job-protected, unpaid leave for a maximum of 12 weeks for eligible employees. 12 weeks paid parental leave is available for babies born on or after January 1, 2023.
- Regular Full-Time employees are eligible for SoFi Paid Parental Leave on the first of the month following 90 days of service. Employees are eligible to receive 12 weeks of SoFi parental leave up to 100% of your base pay, which will coordinate with any state paid leave program.
- Employees may take Paid Parental Leave in one continuous period or it may be split into 2 periods of time. No period of time can be less than 2 weeks in length. Employees must use all paid parental leave within 12 months of birth. Any unused paid parental leave will be forfeited at the end of the 12-month time frame.
- SoFi parental leave runs concurrently with any state paid leave program and coordinates so that you will not receive more than 100% of your base pay.
- Exempt (salaried) employees may **not** use flexible time off for parental leave, nor may they use flexible vacation to extend their time off for parental leave.
- In most instances, parental leave is considered a foreseeable leave. Therefore, please file for your leave within 30-45 days of the need. Late filing may delay approval of your leave request, as well as any parental leave payments. SoFi reserves the right to delay parental leave if 30-day advance notice is not provided.
- All SoFi disability and leave policy payments are administered by Matrix, so it is important to file at least 30-45 days before you need the leave to begin to allow time for the processing of your claim. If you file too early, Matrix will cancel your claim and request you file closer to your leave date.
- Before your leave, you are responsible to make arrangements to pre-pay or make payments while out on leave for your benefit deductions, such as medical, Health Care FSA and voluntary life. Payments are due within 30 days of the due date and a 15 day grace period will be granted for late payments. If payments are not received within 45 days, benefits coverage will be terminated and reinstated upon your return to work. Please be sure to contact the Benefits team at hrleaves@sofi.org to make payment arrangements.



Pregnancy & Parental Leave Overview for Birthing Parent

Taking leave may look different for everyone. There are multiple scenarios for why you may need to take a leave from work, and the specifics of the leave may vary by situation. The below chart describes an overview of the various programs and what they may provide to you. See the example scenarios on the next page for how different leave types may be used together.

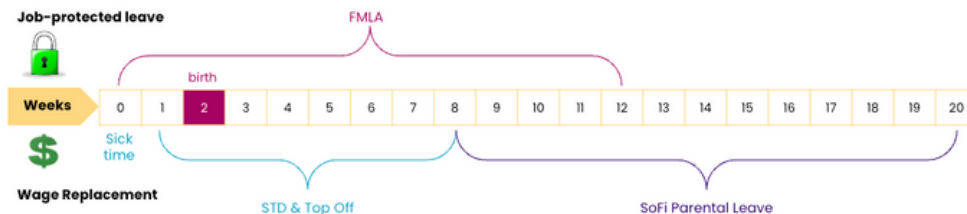
Rights related to:	These laws and SoFi policy may help	Because they provide for	Here's what to do
 <p>Job Protection Need time off from your job?</p>	<p>Family Medical Leave Act (FMLA)</p> <ul style="list-style-type: none"> • 1+ Year of service • 1250+ hours of work in prior year 	<ul style="list-style-type: none"> • 12 weeks of job-protected leave within 1 year of birth • Continuation of health benefits 	<p>Request from Matrix</p>
 <p>Pregnancy Disability Wage Replacement Need income while you aren't working?</p>	<p>Short term Disability (STD) <i>SoFi sponsored</i></p> <ul style="list-style-type: none"> • Coverage begins the first of the month after 90 days of employment. • Eligible for benefits on the 8th day for a qualified disability. <p>Top Off Plan <i>SoFi Sponsored</i></p> <ul style="list-style-type: none"> • Coverage begins on the first of the month after 90 days of employment. • Must be on approved STD. <p>State Medical/Pregnancy Disability</p> <ul style="list-style-type: none"> • Several states provide medical/pregnancy/ family paid leave programs. • Employees must file for their applicable state program as the payments from SoFi sponsored programs will be integrated. 	<ul style="list-style-type: none"> • Up to 60% of weekly wages for a maximum of \$2,500 per week with a maximum duration of 12 weeks. • Top off to STD payments will equal 100% of wages up to 12 weeks. • Generally, natural birth is 6 weeks and c-section delivery is 8 weeks. • The amount paid by state medical or pregnancy disability programs varies by state. Please see page 15 for links to various state programs. 	<p>Request from Matrix & applicable State paid pregnancy disability leave program</p>
<p>Parental Leave Wage Replacement</p>	<p>SoFi Parental Leave <i>SoFi Sponsored</i></p> <ul style="list-style-type: none"> • Full-time, regular employee • Effective the first of the month after 90 days of employment 	<ul style="list-style-type: none"> • 12 weeks at 100% base pay • Integrated with any applicable State paid family leave programs. 	<p>Request from Matrix & applicable State paid family leave program</p>

Welcoming a new child: Birthing parent examples

The following example illustrates how a new birthing parent would use a combination of short-term disability, SoFi top off plan, FMLA, and parental leave after the birth of their baby. In this scenario, there is no state paid medical or family leave.

Example Scenario #1

Lisa needs 2 weeks off before her due date and 6 weeks off to recover from natural childbirth. After recovering and completing her pregnancy disability, she transitions to parental leave (baby bonding) to bond with her newborn. Lisa wants to take the entire 12 weeks of parental leave immediately following her pregnancy disability.

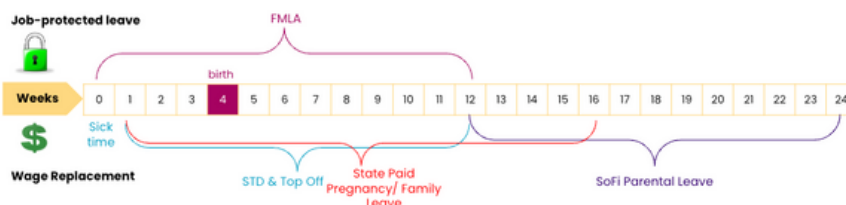


In the above example, Lisa will use her 40 hours of sick pay for her first week off, which is paid by SoFi payroll. Then, Lisa will take an additional week of pregnancy disability leave prior to giving birth, paid at 100% of her base salary between short-term disability and the SoFi Top Off plan. Once she gives birth, she will take 6 more weeks of pregnancy disability leave, paid at 100% of her base salary between short-term disability and the SoFi Top Off plan. Beginning on her 8th week of leave, she will start her 12 weeks of Paid Parental Leave, paid at 100% of her base salary. The total time off with 100% pay is 20 weeks.

The following example illustrates how a new birthing parent would use a combination of short-term disability, SoFi top off plan, FMLA, SoFi parental leave and a state paid pregnancy/family leave program.

Example Scenario #2

Maria needs 4 weeks off before her due date and 8 weeks off to recover from a c-section childbirth. After recovering and completing her pregnancy disability, she transitions to parental leave (baby bonding) to bond with her newborn. Maria wants to take the entire 12 weeks of parental leave immediately following her pregnancy disability. Maria lives in state that offers Paid Pregnancy Disability & Family Leave.



In the above example, Maria will need to file with her state's paid leave program. She will use 40 hours of sick pay for her first week off, which is paid by SoFi payroll. Then, Maria will take 3 additional weeks of pregnancy disability leave prior to giving birth, paid at 100% of her base salary between short-term disability, her state's paid leave, and the SoFi Top Off plan. Once she gives birth, she will take 8 more weeks of pregnancy disability leave, paid at 100% of her base salary between short-term disability, her state's paid leave, and the SoFi Top Off plan. Beginning on her 8th week of leave, she will start her 12 weeks of Paid Parental Leave, paid at 100% of her base salary between her state's paid leave and SoFi's Paid Parental Leave plan. The total time off with 100% pay is 24 weeks.



Additional Support Services

Maven Family Support

Get guidance on pre and post-pregnancy, infant care and back-to-work questions. Offered through our partner, Maven, and accessible via your mobile device or computer 24/7. There's no cost to you for the first 12 months after your baby is born or your adopted child is placed with you.

You can take advantage of:

- A personal care concierge
- Unlimited video appointments and messaging with practitioners
- Coordination with and referrals to in-person, in-network providers
- An extensive digital library of best-in-class educational resources
- A community of other parents to talk and share with

Download the Maven app to your mobile device and use your work email address to enroll.

Free Healthy Pregnancy Programs

Cigna Healthy Pregnancy Program

Cigna provides incentives and educational resources that can help you to have a healthy baby. Call **800.615.2906** and speak directly with Cigna's maternity team or visit www.myCigna.com for tools to help you track your pregnancy week by week, prepare for delivery and care for your baby.

Kaiser Healthy Beginnings Program

Kaiser offers several in-person classes and support groups that cater to different interests, such as preparing for postpartum, breastfeeding and more.

To check which classes and groups are available at your medical center, call **800.464.4000**.

Non-Birthing Parent Overview

In general, all full-time, regular employees employed with SoFi for at least 90 days to the first of the month, receive 12 weeks of paid baby bonding/parental leave at 100% of base pay. In addition, you may be eligible for FMLA, which provides unpaid leave of up to 12 weeks. Whenever possible, FMLA and SoFi paid parental leave run concurrently.



What you need to know

You may be eligible for some or all of the following programs:

- SoFi parental leave coordinates with FMLA, which provides job-protected, unpaid leave for a maximum of 12 weeks for certain eligible employees.
- Regular Full-Time employees are eligible for SoFi Paid Parental Leave on the first of the month following 90 days of service. Employees are eligible to receive 12 weeks of SoFi parental leave up to 100% of your base pay, which will coordinate with any state paid leave program.
- Employees may take paid parental leave in one continuous period of leave or it may be split into 2 periods of time. No period of time can be less than 2 weeks in length. Employees must use all paid parental leave within 12 months of birth. Any unused paid parental leave will be forfeited at the end of the 12-month time frame.
- SoFi parental leave runs concurrently with any state paid leave program and coordinates so that you will not receive more than 100% of your base pay.
- Exempt (salaried) employees may not use flexible time off for parental leave, nor may they use flexible vacation to extend their time off for parental leave.
- In most instances, parental leave is considered a foreseeable leave. Therefore, please file for your leave within 30-45 days of the need. Late filing may delay approval of your leave request, as well as any parental leave payments. SoFi reserves the right to delay parental leave if 30-day advance notice is not provided.
- All SoFi disability and leave policy payments are administered by Matrix, so it is important to file at least 30-45 days before you need the leave to begin.
- Before your leave, you are responsible to make arrangements to pre-pay or make payments while out on leave for your benefit deductions, such as medical, Health Care FSA and voluntary life. Payments are due within 30 days of the due date and a 15 day grace period will be granted for late payments. If payments are not received within 45 days, benefits coverage will be terminated and reinstated upon your return to work. Please be sure to contact the Benefits team at hrlives@sofi.org to make payment arrangements.



Parental Leave Overview for Non-birthing Parents

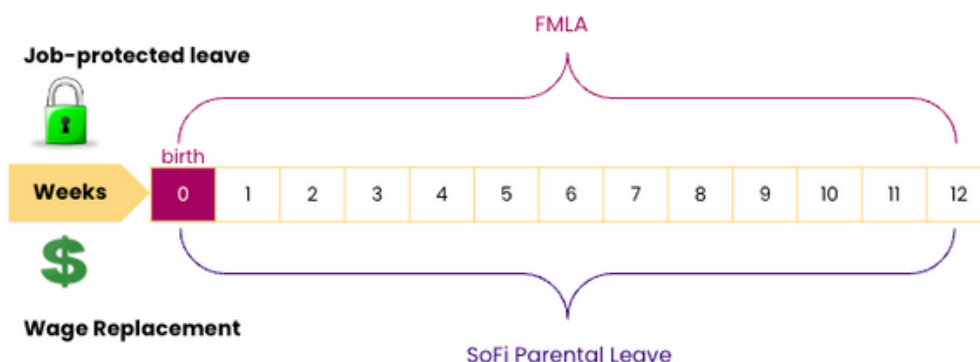
Rights related to:	These laws and SoFi policy may help	Because they provide for	Here's what to do
 <p>Job Protection Need time off from your job?</p>	<p>Family Medical Leave Act (FMLA)</p> <ul style="list-style-type: none"> • 1+ Year of service • 1250+ hours of work in prior year 	<ul style="list-style-type: none"> • 12 weeks of job-protected leave within 1 year of birth • Continuation of health benefits 	Request from Matrix
 <p>Parental Leave Wage Replacement Need income while you aren't working?</p>	<p>SoFi Parental Leave SoFi Sponsored</p> <ul style="list-style-type: none"> • Full-time, regular employee • Effective the first of the month after 90 days of employment 	<ul style="list-style-type: none"> • 12 weeks at 100% base pay • Integrated with any applicable state paid family leave programs. 	Request from Matrix & applicable State paid family leave program

Welcoming a new child: Non-Birthing Parent Example

For parents who did not give birth to the child or are an adoptive/foster parent, this example illustrates how they may take leave to bond with their child by using a combination of FMLA and parental leave after the birth of their baby.

Example Scenario

Joe needs 12 weeks off to bond with his infant daughter. His parental leave starts with the actual birth of the baby.





How to File for Leave

Our leave of absence process is administered by Matrix Absence Management in coordination with you, your People Business Partner, your manager and the benefits team. For foreseeable leave requests, we ask that you contact Matrix within 30 days of your need for leave to initiate the leave process. Please keep in mind any foreseeable leave that is not requested within 30 days may be delayed or denied.

Matrix offers 24/7 service and you may begin your claim by phone or online at: **(877) 202-0055** or **matrixabsence.com**. For more information, please see: How to File a Leave

Beginning a Matrix claim should take about 10 minutes and will require the following information:

- Last day worked:
- Leave start:
- Estimated return to work date:
- Dr information: Name, Telephone, Fax #
- Why are you out of work?

How to Request a Leave of Absence

Step 1: Notify your manager, HR Leaves and Matrix 30 days in advance

We encourage employees to download the Matrix E Services App via their mobile app as it is the quickest and easiest way to file a claim, communicate with your claims examiner, see payments and upload documents.

Step 2: Obtain and review your leaves packet

Once your file is filed, Matrix will send you an absence packet via email within 24 hours. Please be sure to read and review your leaves packet as it contains important information.

Step 3: Submit requested documentation timely

Please submit the request documentation to Matrix as soon as possible (no later than 15 business days from the request). Also be sure to complete your direct deposit information and discuss tax withholding with Matrix.



The Support You Need

SoFi is here to support you as you embark on parenthood. Keep the following list of contacts handy to ensure you and your newborn receive the care you need.

Topic	Contact	Contact Information
Maternity/Parental Leave	Matrix	www.matrixabsence.com Phone: 877.202.0055
General Benefits/Enrollment	SoFi Benefits Helpline	Email: benefits@SoFi.org Phone: 866.989.2942
Entering Time Off in ADP	SoFi Payroll Team	Email: askpayroll@Sofi.org
Cigna Healthy Pregnancy Program	Cigna	www.mycigna.com Phone: 800.615.2906
Cigna Lactation Support: Breast Pumps	CareCentrix	Medela Breast Pump Phone: 877.320.2301
Kaiser Healthy Pregnancy Program	Kaiser	www.kp.org/birthplan Phone: 800.464.4000
Lactation, new parent or returning to work support	Maven	MavenDownload phone app
Mental Wellbeing	Modern Health	Modern Health Email: help@joinmodernhealth.com
Reliance Standard Employee Assistance Program (EAP)	Reliance Standard EAP	Rsli.acieap.com Phone: 855.775.4337
Parent Support from SoFi parents	SoFi Circle/Employee Resource Group "Parents at SoFi"	Slack channel: #circle-parentsatsofi

Fine print

Local, state and federal programs are subject to change. SoFi reserves the right to terminate or amend employer-sponsored programs at any time, in whole or in part, for any reason. While every effort has been made to provide an accurate summary of the programs, this information contained in this handout does not replace or change the meaning of the SoFi employer-sponsored benefit plan documents, summary plan descriptions (SPDs) and contracts. The plan documents and contracts are controlling in the event of any discrepancy.

State Disability and Paid Family Leave Programs & Resources

State	Website	Effective Date
California	https://edd.ca.gov/en/disability/paid-family-leave/	In Effect
Colorado	https://famli.colorado.gov/	In Effect
Connecticut	https://ctpaidleave.org/s/?language=en_US	In Effect
Delaware	https://labor.delaware.gov/delaware-paid-leave-is-coming/	Benefits begin on January 1, 2026; Payroll contribution begin January 1, 2025.
District of Columbia	https://dcpaidfamilyleave.dc.gov/	In Effect
Maine	https://www.maine.gov/labor/pfml/	Benefits begin on May 1, 2026; Payroll contributions begin January 1, 2025
Maryland	https://paidleave.maryland.gov/Pages/default.aspx	Benefits begin on July 1, 2026; Payroll contributions began July 1, 2025
Massachusetts	https://www.mass.gov/info-details/paid-family-and-medical-leave-pfml-overview-and-benefits	In Effect
Minnesota	https://mn.gov/deed/paidleave/	Benefits begin on January 1, 2026; Payroll contributions begin on January 1, 2026
New Hampshire	https://www.paidfamilymedicalleave.nh.gov/	In Effect
New Jersey	https://www.myleavebenefits.nj.gov/	In Effect

State Disability and Paid Family Leave Programs & Resources



State	Website	Effective Date
New York	https://paidfamilyleave.ny.gov/	In Effect
Oregon	https://paidleave.oregon.gov/Pages/default.aspx	In Effect
Rhode Island	https://dlt.ri.gov/individuals/temporary-disability-caregiver-insurance	In Effect
Vermont (Optional)	https://www.thehartford.com/paid-family-medical-leave/vt	In Effect
Washington	https://esd.wa.gov/paid-family-medical-leave	In Effect