



**The purpose of completing this form is to:**

1.  Elect to participate in FERP (complete A-E below)
2.  Revise an existing FERP appointment (complete A-B below)
3.  End FERP - Last Academic Year \_\_\_\_\_

Last, First Name	Department/College	Effective Date of Retirement

*A. Requested FERP Units:	Fall	_____	_____	_____	_____	Spring	_____	_____
		WTU	SETU				WTU	SETU

- \*B. Total FERP Units/Year \_\_\_\_\_ (*maximum 15.0 semester units/year allowed*)
- C. Projected Academic Year to Begin \_\_\_\_\_
- D. As of the requested effective date of retirement, I will be
- A member of PERS hired before 1/1/2011 and at least 55       A member of STRS and at least 55
- A member of PERS hired between 1/1/2011-12/31/2012 and at least 60
- A member of PERS hired on or after 1/1/2013 and at least 62
- E.  I am a tenured faculty unit employee, and I am eligible for service retirement

Employee Signature	Date**

**RECOMMENDATIONS\***

Approved	Not Approved	SIGNATURE	DATE
<input type="checkbox"/>	<input type="checkbox"/>	Department/Division Chair _____	_____
<input type="checkbox"/>	<input type="checkbox"/>	College Dean _____	_____
<input type="checkbox"/>	<input type="checkbox"/>	AVPFA _____	_____

\* The distribution of units selected by the faculty member and his/her annual workload must be approved by the Chair, Dean and AVP for Faculty Affairs. A maximum of 3.0 SETUs may be included in the 15.0 units/year maximum workload. Generally, FERP assignments may be spread over two semesters (academic year), not including summer. For faculty who choose the academic year option, total workload may not exceed 7.5 units in either semester. To be eligible for enhanced dental benefits and vision coverage, FERP participants must maintain a timebase of at least half-time (15.0 units/year).

\*\* If you intend to participate in the FERP in a given academic year, you must declare your intention to do so by the second week of Spring semester (i.e. six months prior to the beginning of the academic year in which you participate).

Copies to: Payroll, HRM, College/Division/Employee	<b>TO BE COMPLETED BY HRM</b> First year of eligibility _____ Last year of eligibility _____
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