

Name: _____

NEW Post-retirement appointment

RENEWAL Post-retirement appointment

_____ years renewed to date

Faculty

Staff

Personnel Number: _____

Position title: _____

Department: _____

Beginning Date: _____ Ending Date*: _____ Retirement Date: _____

* Appointment cannot exceed 12 months. Example: July 1 – June 30

Job Summary:

Funding Source(s): _____

Appointment FTE Percentage: _____

Post-Retirement Salary: _____

(Include whether hourly or salaried)

Notes:

Faculty and staff with civil service appointments must have at least a three-day gap between the effective date of the appointment and the beginning of a post-retirement appointment.

Personnel must undergo a performance review before post-retirement appointments may be renewed.

Departmental/Unit Approval Signatures:

Dean's Approval: _____ Date: _____

Provost's Approval: _____