



**SAN JOSÉ STATE
UNIVERSITY**

**Division of Academic Affairs
Office of Faculty Affairs**

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www.sjsu.edu/facultyaffairs

October 6, 2016

To: Deans, Department Chairs and School Directors

From: Elna C. Green, Ph.D.
AVP/Faculty Affairs

Re: FERP Application Deadline **February 28, 2017**

As the designee of the President for Unit 3 faculty, I am writing to inform qualified tenured faculty members that the final day for the Office of Faculty Affairs to receive complete application forms for entry into the Faculty Early Retirement Program (FERP) in AY 2017-2018 is **February 28, 2017**. A completed application for entry into FERP for AY 2017-2018 must be signed by the applicant, the Department Chair, and the Dean. Our campus practice is to encourage faculty members who are planning to retire and who are planning to enter FERP to consult with their Department Chair/School Director, the Dean of the University Library, or the Director of Counseling Services as early as possible as well as contact their Human Resources Benefits Representative and CalPERS for further information.

Faculty members who are eligible to enter FERP are those tenured instructional faculty, librarians, and counselors who have reached the age of 55 on or before the first day of the academic year in which FERP begins. Retirement must begin concurrently with or prior to the beginning of the academic year in which the faculty member enters the FERP program.

Note that Faculty Affairs will be using the electronic platform eFaculty for the FERP application and review process this year. Step by step instructions are posted to the OFA web page at <http://www.sjsu.edu/facultyaffairs/unit3/FERP/index.html>. Anyone needing assistance with using the system should contact Molly Marquez at molly.marquez@sjsu.edu.

Also, please see the OFA website for “Frequently Asked Questions for the FERP Program.” Note that the FAQs provide answers to questions about the FERP program as outlined in the CFA-CSU Agreement of November 12, 2014-June 30, 2018.

Thank you for your assistance in distributing this information to all interested faculty members.

The California State University:
Chancellor’s Office
Bakersfield, Channel Islands, Chico,
Dominguez Hills, East Bay, Fresno,
Fullerton, Humboldt, Long Beach,
Los Angeles, Maritime Academy,
Monterey Bay, Northridge, Pomona,
Sacramento, San Bernardino, San
Diego, San Francisco, San José, San
Luis Obispo, San Marcos, Sonoma,
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c: President Papazian
Provost Feinstein
Director Fujimoto