

October 1, 2018

To: Vice President, Student Affairs, Deans, Department Chairs, School Directors
C: College Analysts
From: Paul Garrison, Esq.
Senior Director, Academic Employee Relations, University Personnel
Re: FERP Application Deadline **February 28, 2019**

I am writing to inform you that the deadline for University Personnel to receive complete application forms for faculty entry into the Faculty Early Retirement Program (FERP) in Academic Year 2019-2020 is **February 28, 2019**. 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 campus academic year in which the faculty member enters the FERP program. A list of eligible faculty will be distributed to the Colleges, Library, and Counseling and Psychological Services in separate emails.

As a reminder, a completed application form for entry into FERP for AY 2019-2020 must be signed by the applicant, the Department Chair (or equivalent) 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, the Dean of the University Library, or the Director of Counseling Services as early as possible as well as contact their University Personnel Benefits Representative and CalPERS for further information.

For additional information, please see the attached "Frequently Asked Questions for the FERP Program."

.Please feel free to contact me with any questions.

cc: Joan Ficke, Interim Provost and Senior Vice President for Academic Affairs
Jaye Bailey, Vice President for Organizational Development and Chief of Staff
Joanne Wright, Senior Associate Vice President, University Personnel