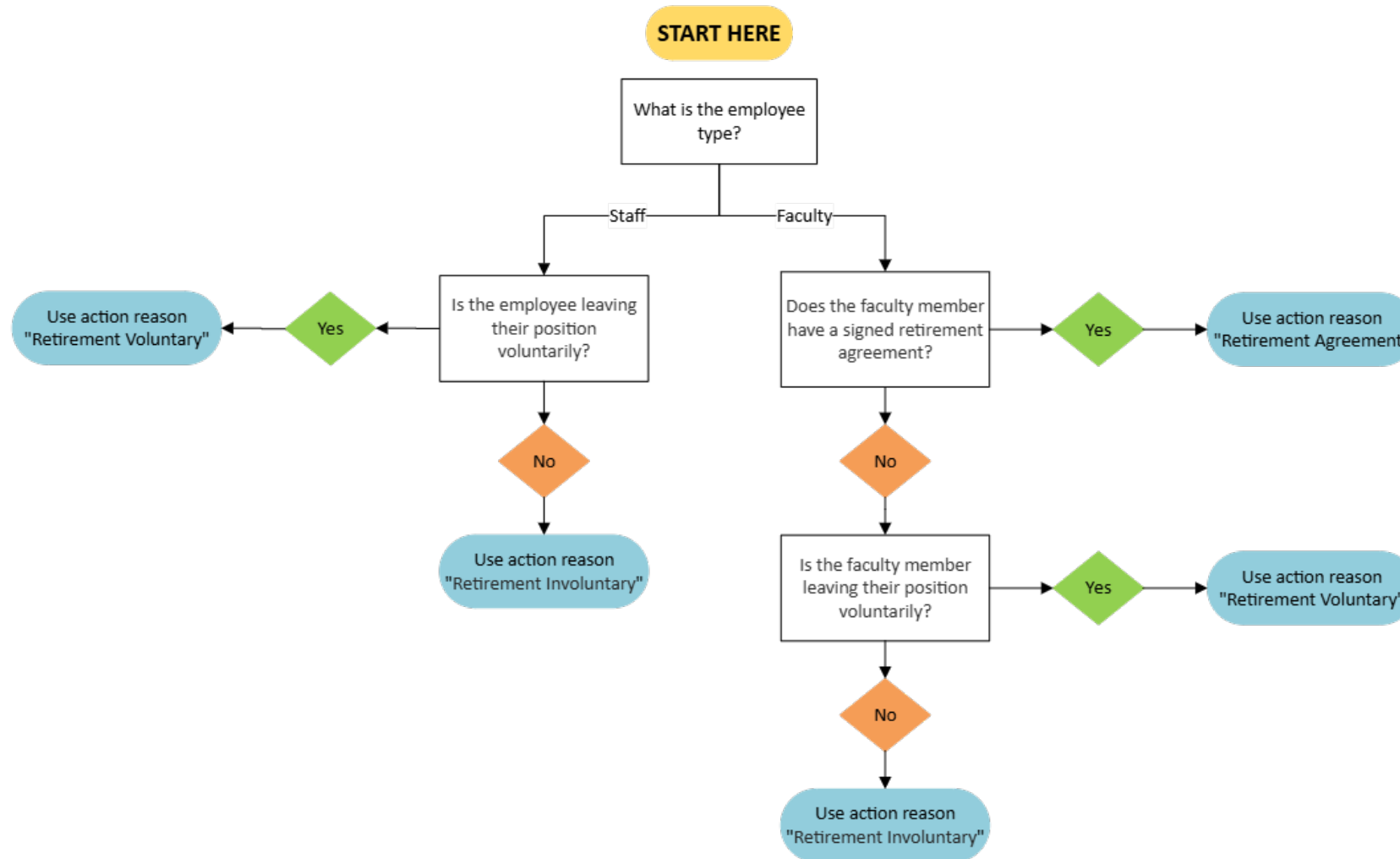


RETIREMENT FORM

Staff and Faculty

The Retirement form can only be processed for an employee who is both 55+ years of age *and* has 10+ years of continuous qualifying service at the University. If an employee does not meet these criteria, process a Termination form instead. The Retirement form will prevent the SAP form initiator from processing the form if an employee does not meet these criteria.



If you are unsure whether this is the correct form to process, please review the [Form Decision Guide](#) prior to processing.