

Application for Phased Retirement

The University provides a phased retirement program to assist tenured faculty in the transition from fulltime employment to retirement. Up to (3) participants may be approved annually to participate in the program up to a maximum of nine (9) total participants in the program at any time. The applicant may elect a phase duration of one to three years. At the end of the retirement phase the faculty member will be fully severed from regular employment and tenure by the University.¹ Faculty completing phased retirement remain eligible for emeritus status. Upon the President's approval to participate in the program, faculty members must submit a written agreement to separate from regular employment and to surrender all rights and responsibilities of tenure status at the completion of the program. The phased retirement program does not preclude other means of retirement for a tenured faculty member.

Name _____

Academic Rank _____

Date of Tenure _____

Years of Fulltime Service at UD _____ Date of Birth _____

Requested duration of phase period:

1 year _____ 2 years _____ 3 years _____

Applications must be submitted to the Provost Office between October 1st and December 31st in the year before the start of the planned phased retirement. Applicants will be notified no later than January 31 of the following year.

Your signature indicates your understanding that if accepted into the program you will irrevocably agree to separate from regular employment and surrender all rights and responsibilities of tenure status at the completion the phased retirement period.

Applicant's Name

Date of Application

Date received by Provost's Office

¹ Faculty may elect to have their compensation paid out over a twelve month period in their final year, though their employment ceases May 31 of the academic year they retire.

