



Request for Payment to University System of Georgia Retiree

USG: BOARD OF REGENTS POLICY MANUAL 802.0903 EMPLOYMENT BEYOND RETIREMENT

When an individual retires from the University System of Georgia and is receiving benefits from the Teachers Retirement System, the Employees Retirement System, or the Regent's Retirement Plan, he/she shall not be reemployed by the University System without the prior approval of the Board of Regents. When an employee has retired from the University System of Georgia, he/she may be reemployed by the University System of Georgia under the following conditions:

1. The reemployment of a University System of Georgia retiree must be approved by the Board of Regents;
2. A rehired retiree must have a minimum break of 30 days between the effective date of his/her retirement and the effective date of his/her reemployment;
3. The work commitment of a rehired retiree must be less than half-time; i.e., less than 50%;*
4. The salary that is paid to a rehired retiree must be less than 50% of the annual benefit-base compensation amount that he/she was earning at the time of his/her retirement; and
5. The salary that is paid to a rehired retiree must be consistent with his/her work commitment (BR Minutes, April 2002).

**Important Note for TRS Retirees: Although BOR policy allows work commitment of "less than 50% time," TRS retirees cannot exceed 49% time without jeopardizing retirement status and benefits.*

PAYEE INFORMATION

Payee's Name: _____

SSN: _____ Race: _____ Gender: _____ Date of Birth: _____

Status at Retirement: UGA Faculty _____ UGA Staff _____ Other USG Employee _____

Retirement Effective Date: _____ Rank/Title at Retirement: _____

UGA Dept at Retirement: _____ Dept No.: _____

If USG retiree, but Non-UGA retiree, list the institution or system office at time of retirement:

I certify that I am retired from the University System of Georgia and I understand that my work commitment must be less than half-time at the University of Georgia or in combination with hours worked at any other units of the University System of Georgia. I will notify this hiring unit if I plan to work for multiple units of the University System of Georgia.

Payee's Signature

Date

Payee's Name _____ SSN _____

UNIVERSITY DEPARTMENT RECEIVING SERVICES & DESCRIPTION OF SERVICES

Department Name: _____ Dept No.: _____

School/College/Administrative Unit: _____

Payment Type: Monthly _____ Academic _____ Hourly _____ Salaried _____

Fiscal Year: _____ Percent Time: _____% EFT: _____ ** Amount \$ _____

1. Annual Salary Rate at Time of Retirement \$ _____

2. Multiply Annual Salary Rate by 50%* **\$ _____

***Important Note for TRS Retirees:** Although BOR policy allows work commitment of "less than 50% time," TRS retirees cannot exceed 49% time without jeopardizing retirement status and benefits.

****Maximum Annual Pay Must Be Less than Line 2 Per Regents' Policy (see page 1)**

Account Number: _____

Employment Begin Date: _____ Employment End Date: _____

Activity Percentages: Instruction* _____% Research _____% Public Service _____% Administration _____%

**UGA Retired Staff and Other USG Retired Employees are not approved to teach UGA academic courses*

Description of Activities and Critical Need for Rehired Employee: (attach additional sheets if needed)

Recommended By:

I certify that the fiscal year payment will not exceed the authorized payment amount listed above (line 2), the individual's work commitment will be less than half-time, the activity percentages accurately reflect the work to be performed, and the funding source is appropriate for the description of activity percentages.

Department Head/Director **Date**

Dean/Vice President **Date**

I approve the request as described above.

Senior Vice President/President **Date**