

**UNIVERSITY OF NORTH CAROLINA AT WILMINGTON  
PHASED RETIREMENT PROGRAM FOR TENURED FACULTY  
PROGRAM ELIGIBILITY WORK SHEET**

**Open Enrollment September 1 – November 23, 2011**

**Attach this work sheet to the Application**

**1. Review of Application Materials & Release**

Name of Faculty Member: \_\_\_\_\_

Tenure Department: \_\_\_\_\_

Date Applicant Packet Received: \_\_\_\_\_

**2. Certification of Eligibility**

ORP or TSERS Service Date: \_\_\_\_\_

Age as of 8/1/12: \_\_\_\_\_

UNCW Service Date: \_\_\_\_\_

Phased Retirement Eligibility Date: August 1, 2012

**3. Faculty / Human Resources Conference**

Date of Faculty/HR Conference: \_\_\_\_\_

HR Representative: \_\_\_\_\_

**4. Date Work Plan Discussed with Chair:** \_\_\_\_\_  
[You must allow at least two weeks prior to the application deadline to negotiate half-time work plans.]

**5. Date Application Submitted to Chair:** \_\_\_\_\_  
[You must attach this form to your application when submitted to the chair] **DEADLINE 12/08/2011**

**6. Review & Approval of Applications**

Date Chair's Review Completed: \_\_\_\_\_

Date Dean's Review Completed: \_\_\_\_\_

Date Provost's Review Completed: \_\_\_\_\_

**7. Certification of Priority** \_\_\_\_\_

**Human Resources will check caps & prioritize completed applications, as necessary.**