



**Western Washington University**  
 HUMAN RESOURCES  
 Benefits

**Please Return To:**  
 Human Resources, WWU, 516 High Street MS 9054  
 Bellingham, WA 98225

**APPLICATION FOR WWU RETIREMENT: WWURP**

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Name: Last, First, Middle Initial (Please print) Western ID Number or SSN

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Home Address

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City State Zip

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Home Phone Work Phone

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Department Job Title

Last Paid Date of Work \_\_\_\_\_

**PRIOR RETIREMENT PLAN INFORMATION**

Have you ever participated in a Department of Retirement Systems (DRS) retirement plan such as PERS, TRS, SERS, LEOFF, or WSPRS?  Yes  or  No (please circle)

If yes, which plan: \_\_\_\_\_

**SPOUSE/PARTNER INFORMATION**

I am Married or have Qualified Domestic Partner  I am Unmarried/ No Qualified Domestic Partner

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Spouse/Partner's Legal Name (last, first, MI) Date of Birth Social Security Number

**SIGNATURE AND ACKNOWLEDGEMENT**

I hereby request retirement from Western Washington University. I understand that I must also contact the Department of Retirement Systems to activate an income from my retirement plan (if applicable) immediately after my separation from the University. My retirement from Western will become effective as of the first of the month following my last paid date of work, unless I fail to meet all of the requirements of my WWURP retirement plan, or I contact Western's Benefits Office prior to that date and rescind my application. I have read and understood the information about re-employment of retirees.

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Signature Today's Date (mm/dd/yyyy)

**\*Privacy Act Statement: Your Social Security number is required on this form to ensure compliance with Internal Revenue Code retirement tax reporting requirements**

**FOR WWU BENEFITS OFFICE USE ONLY**

**1. Age of employee at retirement:** \_\_\_\_\_

**2. Years of Service (YOS)**

Verify WWU Years of Service

Check DRS Member Reporting Verification web site:

No DRS History

Active/Inactive (print page) – years will count toward Total Years of Service

Withdrawn (print page) – years do not count toward Total Years of Service

DRS YOS = \_\_\_\_\_

WWU YOS = + \_\_\_\_\_

TOTAL YOS= \_\_\_\_\_

**3. Is employee eligible to retire?**  Yes  No If yes, Retiree Packet sent?  Yes  No

**4. Was employee hired before June 30, 2011?**  Yes  No

**5. Type of WWURP Retirement:**  Normal  Early  Disability  Death

a. If Disability Retirement, was an LTD claim filed?  Yes  No

b. Is Waiver of Life Insurance Premium in place?  Yes  No

**6. Is employee eligible for Supplemental Benefit Calculation?**  Yes  No

If no, mark the reason(s):  Not at least 62 years of age at retirement

Does not have 10 or more years of services

**7. Is employee eligible for VEBA?**  Yes, form received  Yes, no form received  No

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

Date: \_\_\_\_\_