



University of Rochester  
Retiree Benefits

SERVICE CREDIT FORM

SERVICE CREDIT FOR RETIREE BENEFITS (4R)

Full-time and Part-time faculty and staff members are eligible for retiree benefits if they have attained age 55 and have fifteen years of University of Rochester service. The fifteen-year service requirement may be met by cumulative employment at:

- University of Rochester
- Another higher educational institution.

Please refer to your Retiree Benefits Summary for additional information regarding retirement criteria.

To receive prior service credit towards eligibility for retiree benefits as outlined in the Retiree Benefits Summary, please complete the following information and return this form to the Office of Total Rewards.

**PLEASE NOTE: You will also need to have current Dean, Director, Department Head, or Administrator sign below.**

Name: \_\_\_\_\_ Employee ID #: \_\_\_\_\_

Previous Name(s): \_\_\_\_\_

I hereby certify that I was previously employed by the following higher educational institution(s), and that my work schedule at each institution was at least 50% of a regular full-time schedule:

Name of Higher Educational Institution(s)	Dates of Service		Type of Service (full-time or part-time)
	From (mm/dd/yyyy)	To (mm/dd/yyyy)	
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

\_\_\_\_\_  
Signature of Employee Telephone Number Date

\_\_\_\_\_  
Signature of U of R Dean/Director/Dept. Head/Administrator Date