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Name of	Phased R	etirement	Program

Howard University

FOR OFFICE USE ONLY

Application to Participate in the Phased Retirement Program Application to Participate in the Phased Retirement Program									
Eligible Faculty Member Identification Section									
PeopleSoft Employee ID#	Faculty Member Last Name		Faculty Member First Name		Middle Initial/Name		Da	Date of Submission	
Name of School/College and Division		Name of Department							
Faculty Rank and/or Administrative Title		Other							
	_								
Faculty Phased Retirement Program Plan									
Please indicate the percent % of full-time status you propose to provide in each of the next five years									
Work Load Percent of Time: Your percent of time may remain constant or decrease									
year by year during the phased out period. Allowed Values are: (100%, 75%, 50%, 25%, 0%)	AY 2012 - 2013		AY 2013 - 2014	AY 20:	14 - 2015	AY 2015 - 20	16	AY 2016 - 2017	
Phased Retirement Program Submission/Receipt									
My signature on this document indicates that I am requesting to participate in the Phased Retirement Program. Note that my status will not change unless I subsequently sign a <i>Faculty Phased Retirement Agreement</i> .									
Eligible Faculty Member Name (Please print/type name.)		Signature				Date			
My signature indicates that I acknowledge receipt of the faculty member submission of the application to participate in the PRP									
Dean (Please print/type name.)			Signature					Date	

Faculty Phased Retirement Program – Requested Duties by Year

Please describe the work and responsibilities you propose to complete in each year of your participation in the Phased Retirement Program. Add as many pages as required to describe your request.

(Please refer to the instructions and the sample applications available).

Please note that during your phase-out period, the University may substitute different work of comparable time commitment as specified in your negotiated agreement.

Faculty Member Identification:	
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Faculty Phase	d Retirement Program – Requested Duties by Year continued
	Add as many pages as required to describe your request. (Please refer to the instructions and the sample applications available).
	(Freuse refer to the instructions and the sample applications available).
	r phase-out period, the University may substitute different work of comparable time
	commitment as specified in your negotiated agreement.

Faculty Member Identification:	
Faculty Phase	d Retirement Program – Requested Duties by Year continued
	Add as many pages as required to describe your request. (Please refer to the instructions and the sample applications available).
Please note that during you	r phase-out period, the University may substitute different work of comparable time
	commitment as specified in your negotiated agreement.