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| http://www.ucd.ie/styleguide/graphics/windows_files/ucd_brandmark_black.gif  **EXTENDED RETIREMENT NOTIFICATION FORM** |

**Section 3(1) of The Public Service Superannuation (Miscellaneous Provisions) Act 2004 removed the mandatory retirement age of 65 for public servants who were classed as ‘new entrants’ to the public service.**

**A new entrant to the public service is an employee who either:**

* **becomes a public servant for the first time from 1 April 2004 to 31 December 2012, or**
* **leaves public service employment and who between 1 April 2004 and 31 December 2012 returns to public service employment following a break in service of more than 26 weeks**

Please ensure you have read and understood the guidelines under the section Compulsory/Normal Retirement Age which can be found at the following link: [Retirement - UCD Human Resources](https://www.ucd.ie/hr/pensions/retirement/) before completing this form. You are requested to complete this form 1 year in advance of your 70th birthday.

I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ confirm that I am a ‘new entrant’ as defined in the Public Service Superannuation (Miscellaneous Provisions) Act 2004 and that I wish to exercise my right to remain in employment with UCD beyond the age of 70. My extended retirement date has been discussed with my Head of School/Unit and a new retirement date of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ has been agreed.

Personnel Number\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Staff Member Signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Staff Member Printed Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Dated\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Head of School/Unit Signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Head of School/Unit Printed Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Dated\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

***The completed form should be returned to the*** [***hrhelpdesk@ucd.ie***](mailto:hrhelpdesk@ucd.ie)