



# University Compliance, Ethics, and Risk Office

UNIVERSITY OF CENTRAL FLORIDA

## University of Central Florida Draft Policy Submission Cover Memo Form

Policy No. and Title:

Initiating Authority:

Initiating Authority Approval Date:

Date of Submission for Review:

Submitted by:

Department:

New Policy

Existing Policy (5-year Review)

Existing Policy (Out of Cycle  
Review)

**Summary of Revisions:** (For a new policy, please provide a summary of the policy. For an existing policy, please provide a summary of the revisions made to the policy.)

**Stakeholders included in the Review Process:** (Provide a list of departments involved in the review/revision process.)

Stakeholder feedback must also be requested from the [Faculty Senate](#) and the [College Policy Liaisons](#). By checking the boxes below, you are confirming that feedback from these groups was requested, received, and considered in the draft policy.

College Policy Liaisons

Faculty Senate

**Regulatory Requirements** (if applicable): (Provide information on regulatory requirements pertaining to the policy, including specific statute or regulation number.)

**Presenters:** (Provide the name(s), position title(s), and email address(s) for all individuals who will be presenting the policy to the university's Policies and Procedures Committee.)



# Draft - University Benefits for Retired Employees

**Policy Number** 3-001.~~3~~34  
**Responsible Authority** Associate Vice President and Chief Human Resources Officer  
**Initiating Authority** Vice President, [People and Workplace Experience](#) for  
~~Administration and Finance~~  
**Effective Date**  
**Date of Origin** 5/5/2004

---

## APPLICABILITY/ACCOUNTABILITY

---

This policy applies to retired University of Central Florida employees who leave the university in good standing. This policy does not address insurance [or retirement plan](#) benefits for retired employees.

---

## POLICY STATEMENT

---

The University of Central Florida is committed to providing continued university benefits for retired employees. Retirees must make the appropriate request to continue receiving benefits, and are subject to all applicable fees, laws, regulations, and university policies covering the use and receipt of the benefits. The university reserves the right to amend or terminate benefits at any time.

---

## DEFINITIONS

---

**Retiree.** An individual is considered retired from UCF if [they have \(1\) ~~he or she has~~](#) met the retirement eligibility criteria for the retirement plan in which [he or she is ~~they are~~](#) currently participating (Florida Retirement System Pension Plan, Florida Retirement System Investment Plan, or the State University System Optional Retirement Program) [and \(2\) completed and submitted all applicable retirement paperwork to the UCF Human Resources Benefits Section prior to ~~before~~ their retirement date.](#)

**In good standing.** For the purposes of this policy, in good standing shall mean that the UCF retiree is eligible for rehire.

---

## PROCEDURES

---

1. To receive these university benefits, retirees must complete and submit all applicable retirement paperwork to the UCF Human Resources Benefits Section before their retirement date.
2. Upon request and subject to university policies and procedures, including applicable fees, both faculty and non-faculty retirees may be eligible for:
  - UCF retired employee ID card;
  - UCF Library privileges;
  - A UCF parking ~~deal~~ [permit](#);
  - Use of UCF's recreational facilities; and
  - ~~A UCF-sponsored email address (for use in accordance with UCF Policy 4-002); and~~
  - The ability to enroll in UCF courses, on a space-available basis, without payment of tuition (subject to Section 1009.26(3) and (4) of the Florida Statutes and university policy).
3. Faculty retirees [covered by the collective bargaining agreement with the United Faculty of Florida](#) may also be eligible [for a UCF-Sponsored email address](#), upon request and [for use in accordance with UCF Policy 4-002 Use of Information Technologies and Resources](#), ~~subject to university policies and procedures, for listing in the UCF Faculty and Staff directory.~~
4. Retired employees are responsible for any fees associated with the eligible benefits taken.

---

## RELATED INFORMATION

---

- [UCF HR Planning to Retire Page](#)
- [UCF Retiree Resources Page](#)
- ~~[Benefits for UCF Retirees Website](#)~~

---

## RELATED DOCUMENTS

---

- [Florida Statutes 1009.26](#)
- [UCF Policy 4-002 Use of Information Technologies and Resources](#)
- [University Regulation Chapter 6](#)

---

## CONTACTS

---

Human Resources, Benefits Office, [benefits@ucf.edu](mailto:benefits@ucf.edu) or 407.823.2771

History: 3-001 5/5/2004; 3-001.1 7/24/2009; 3-001.2 7/14/2014