When you leave UC employment, you have several options about what to do with your pension and retirement savings.

**UC RETIREMENT PLAN**

If you’re a UCRP member, you’ll stop accruing UC Retirement Plan (UCRP) service credit when you go off pay status. You are eligible for one of these options:

**BECOMING AN INACTIVE UCRP MEMBER**

If you leave your accumulations in the Plan, you may become an inactive member, which means that you retain the right to future UCRP retirement benefits. You'll be an inactive member if you meet one of the following criteria:

- you have at least five years of service credit
- you're eligible for reciprocity
- you were medically separated from University employment and are eligible to apply for UCRP disability income
- you're a faculty member of a University medical school who has been appointed by the Veterans Administration to a University-affiliated hospital, and, as a result, receive no further covered compensation
- you're a ladder-rank faculty member employed by the Howard Hughes Medical Institute (HHMI) or Ludwig Institute for Cancer Research (Ludwig) or
- you became a Plan member July 1, 1989, or earlier, and reached age 62 while still an eligible employee.

If you are leaving UC employment involuntarily for budget reasons and don't yet have five years of service credit, you may be able to become an inactive member by purchasing the service credit you need (for example, for an unpaid leave).

If you are eligible, you may be able to make an after-tax lump sum payment for a service credit purchase, before separation from employment, that would allow you to become vested. Contact your Benefits Office right away for more information.

Alternatively, if you have less than the required amount of UCRP service credit and have service credit in another eligible retirement plan, such as CalPERS, you might qualify to become vested because of your service with the other plan. Check with your Benefits Office.

If you're not eligible for inactive membership, then you may request a refund of your UCRP accumulations. You must request a separate refund of your CAP balance, if any (see below).

**ELECTING TO RETIRE**

If you're eligible to retire, you may do so at any time. **Important:** You'll need to retire within 120 days of your separation from UC employment if you want to continue any UC retiree health and other benefits for which you are eligible. For more information, please see ucal.us/ucrphwb. To begin the process, contact the UC Retirement Administration Service Center (RASC) via UC Retirement At Your Service (UCRAYS) secure message. The retirement process can vary depending on your UC location, so it's also a good idea to contact your local Benefits Office.

If you are a UCRP member and you elect to retire, you may choose to receive UCRP retirement income in the form of a monthly lifetime benefit or, under certain circumstances, a lump sum cashout. Be aware that by choosing the lump sum benefit, you forfeit other valuable UC retirement benefits, such as retiree health and welfare benefits.

You're eligible for the cashout if you became a UCRP member before July 1, 2013, and:

- you are eligible to retire when you leave University employment, (that is, age 50 or older with five years of UCRP service credit) or
- you are an inactive or disabled member who is eligible to retire.

In general, members who joined UCRP after July 1, 2013 don't have the lump sum option, unless you are a member of CNA, UPTE or AFSCME. To learn more, talk with your Benefits Office or see the **Lump Sum Cashout Fact Sheet** at ucal.us/lumpsumcashout.

If you are a Savings Choice participant, you are considered to have retired if you are eligible for retiree health benefits and commence those benefits within 120 days of leaving UC employment. Your eligibility for retiree health benefits is based on your age and any service credit you have earned that counts towards eligibility for retiree health and welfare benefits (both as a Savings Choice participant and as a UCRP member during a previous term of employment, if applicable).

**Tip:**

Let UC know your current address. If you leave money in the University of California Retirement Plan (UCRP), you must notify UC whenever you change your permanent address. You can update your address by signing in to your UC Retirement At Your Service (UCRAYS) account. Or let your local Benefits Office know of any changes.
REQUESTING A REFUND OF UCRP ACCUMULATIONS

When you leave UC, you may request a refund of your accumulations, i.e., the UCRP contributions that you made, plus any interest. (UC’s contributions are not refundable.) You may also request a distribution of any Capital Accumulation Payment (CAP) balance.

You may request a refund of your UCRP accumulations regardless of whether or not you’re eligible for inactive UCRP membership, but there’s a significant downside: getting this refund cancels your right to any future UCRP benefits based on your years of service so far (unless you were to return to UC employment and reestablish service credit). Taking a CAP distribution does not have this consequence.

TAKING A CAPITAL ACCUMULATION PAYMENT (CAP) DISTRIBUTION

To take a CAP distribution, you’ll need to complete the Distribution Request—CAP Balance form (UBEN 142CAP). You can request and submit the form through your UC Retirement at Your Service (UCRAYS) account. The form is also available online at ucal.us/UBEN142cap, or you may contact the UC Retirement Administration Service Center (800-888-8267) to request it.

PURCHASING SERVICE CREDIT

If you have a service credit purchase in progress and leave UC employment before you make all the payments, you’ll receive proportional service credit (or a proportional reduction in your noncontributory offset). Payments you’ve made won’t be refunded.

If you’d like to complete your purchase, you may be able to do so by making an after-tax lump sum payment within 60 days after you separate from UC employment. To be eligible, you must have already completed at least one year of payments. The payment may not exceed an annual limit under IRC 415(c).

UC RETIREMENT SAVINGS PROGRAM PLANS

KEEPING MONEY IN YOUR ACCOUNTS

If you are no longer working at the University of California, you can keep your money in the 403(b), 457(b) and DC Plans (including vested Savings Choice and Pension Choice supplemental accounts) for each plan that has a vested balance of at least $2,000.

If you don’t meet the balance requirement, you must receive a full distribution of your vested money from that plan. You can request a distribution, or rollover, by going online to myUCretirement.com and logging into NetBenefits or by calling Fidelity at 866-682-7787. (If you’re a non-exempt student employee, this method of taking a distribution applies to you as well.) Separated employees not meeting the minimum balance requirement will normally be subject to automatic distributions from that Plan within 90 days of separation.

If you don’t make arrangements for a distribution, your vested balance will be:

- Rolled over to an IRA custodian in an account maintained for you (if your vested balance is more than $1,000 but less than $2,000), or
- Paid directly to you at your address of record (if your vested balance is $1,000 or less).

You may be liable for taxes and penalties on the distribution. Check with Fidelity for more information.

PAYING BACK A 403(b) LOAN

If you have an outstanding loan, you’ll need to arrange one of the following options with Fidelity Retirement Services within 90 days of your last day on pay status:

- Make monthly payments
- Repay the outstanding amount in full.

If you don’t take action, the outstanding loan principal will be reported as a distribution. That means you’ll owe income tax on it, and possibly state and federal tax penalties as well.

QUESTIONS ABOUT SOCIAL SECURITY OR OTHER RETIREMENT PLANS?

Contributions stop with your last paycheck. If you’re considering retiring and need information, contact Social Security directly.

If you’re a member of another plan, contact the plan directly for information.

Tip:
Make sure your beneficiaries are up to date, even after you leave UC. If you decide to change the person or persons who’ll receive benefits from your retirement plan in the event of your death, you can do this any time online for UCRP and CAP. Go online and sign in to your UC Retirement At Your Service (UCRAYS) account. Or you may submit a Designation of Beneficiary—Retirees, Former Employees and Others form (UBEN 117), which you’ll find at ucal.us/UBEN117.

The online or paper process for UCRP and CAP beneficiaries does not apply to your Retirement Savings Program plans. To check or change your beneficiaries for the Retirement Savings Program, visit myUCretirement.com and log into NetBenefits or contact Fidelity at 866-682-7787.
Returning to UC Employment

If you return to work at UC, your eligibility to reenroll in benefits plans depends on your new position. If you’re eligible, your enrollments will vary depending on the plans themselves and how long you’ve been separated from UC.

You may also be eligible for reinstatement of other benefits such as sick leave, depending on the length of your separation. Contact your Benefits Office within 31 days of your rehire date for information.

If you return to work at UC and become a member of UCRP again, you may reestablish your service credit by redepositing any refund of your UCRP accumulations (plus interest). For more information, see the UCRP Service Credit Purchase Guide.

If you’ve retired from UC and return to work, please see the Returning to UC Employment after Retirement Fact Sheet at (ucal.us/returntowork) and talk with your local Benefits Office.
By authority of the Regents, University of California Human Resources, located in Oakland, administers all benefit plans in accordance with applicable plan documents and regulations, custodial agreements, University of California Group Insurance Regulations, group insurance contracts, and state and federal laws. No person is authorized to provide benefits information not contained in these source documents, and information not contained in these source documents cannot be relied upon as having been authorized by the Regents. Source documents are available for inspection upon request (800-888-8267).

What is written here does not constitute a guarantee of plan coverage or benefits—particular rules and eligibility requirements must be met before benefits can be received. The University of California intends to continue the benefits described here indefinitely; however, the benefits of all employees, retirees, and plan beneficiaries are subject to change or termination at the time of contract renewal or at any other time by the University or other governing authorities. The University also reserves the right to determine new premiums, employer contributions and monthly costs at any time. Health and welfare benefits are not accrued or vested benefit entitlements. UC's contribution toward the monthly cost of the coverage is determined by UC and may change or stop altogether, and may be affected by the state of California’s annual budget appropriation. If you belong to an exclusively represented bargaining unit, some of your benefits may differ from the ones described here. For more information, employees should contact their Human Resources Office and retirees should call the UC Retirement Administration Service Center (800-888-8267).

In conformance with applicable law and University policy, the University is an affirmative action/equal opportunity employer. Please send inquiries regarding the University's affirmative action and equal opportunity policies for staff to Systemwide AA/EEO Policy Coordinator, University of California, Office of the President, 1111 Franklin Street, 5th Floor, Oakland, CA 94607, and for faculty to the Office of Academic Personnel and Programs, University of California, Office of the President, 1111 Franklin Street, Oakland, CA 94607.