

Week of 12/12/2022: Emailed to eligible employees only

Subject Line: Thinking of retiring before February 15, 2025? [Important information]

Dear UW System employee;

We are contacting you to remind you about the WRS-Single Payroll Transition Program, a program designed to smooth the transition to the biweekly payroll with how earnings were reported to the Wisconsin Retirement System (WRS). This program will be offered annually through May 1, 2024 (application due date).

You may be affected by the transition from the monthly payroll to the biweekly payroll if:

- You are separating from service with UW System during one the next two fiscal years (2023 or 2024);
- You are including fiscal year 2022 as one of your highest years of earnings for WRS purposes; and
- You are eligible for the WRS *formula benefit*\*.

If you are planning to **retire before February 15, 2025**, you may wish to participate in the WRS-Single Payroll Transition Program. Please watch your email in January, we will be contacting you again with information on the program and a reminder of the due date to apply for the program for fiscal year 2023.

#### **More Information & Questions**

To learn more about the WRS-Single Payroll Transition Program review the following resources:

- [WRS-Single Payroll Transition Program web page](#)
- [Frequently Asked Questions](#)

If you have questions after reviewing the available information, contact your [institution's benefits contact](#).

*\*The final calculation, which is done after you separate from service, may change the method your benefit is calculated from money purchase to formula, so you may want to apply for this program even if your benefit may initially be money purchase.*

Sincerely,

UW System Human Resources