



Employee Benefits at Retirement
For UW System Employees Applying for a
Wisconsin Retirement System (WRS) Retirement Benefit

The information in this document pertains to employees who are terminating employment and applying for an immediate retirement annuity (or lump sum retirement benefit) from the Wisconsin Retirement System (WRS). An immediate annuity begins within 30 days of your termination date. If your annuity begins more than 30 days after your termination date, this document is not applicable to you.

If you are unsure what benefits you carry, please go to the [My UW System portal](#) to review your benefits.

<p>Applying for a WRS Annuity</p> <p><i>(or lump sum retirement benefit)</i></p>	<p>You can request a retirement benefit estimate and application up to one year in advance of your retirement by either submitting an online request or contacting the Dept. of Employee Trust Funds (ETF) at 1-877-533-5020. This is the form you will need to submit to ETF to begin receiving your annuity.</p> <p>You can submit your completed application to ETF up to 90 days before your official employment termination date. In order to have an immediate annuity and continue most of your benefits, you must submit your application to ETF no later than 90 days after your official employment termination date.</p> <p>Use ETF's online calculators to estimate your monthly annuity, determine your variable excess or deficiency, help you understand whether or not you should select an accelerated annuity benefit, calculate tax withholding on your annuity payment, or buy back forfeited or qualifying service.</p>
<p>State Group Health Insurance</p>	<p>Health insurance coverage through active employment ends at the end of the month of termination. For example, if your last day paid is during the month of June, your health insurance coverage will end June 30th.</p> <p>You can continue State Group Health insurance for the rest of your life. You can pay the premium with sick leave credits (see Using Sick Leave Credits section below) until they are exhausted. Once exhausted, the premium will be deducted from your annuity. If your annuity is not enough for the premium, the carrier will bill you directly.</p> <p>See ETF's It's Your Choice Materials for annuitant health insurance rates.</p>
<p>Using Sick Leave Credits to Pay for Health Insurance</p>	<p>There are two programs that determine the value of your sick leave credits at retirement, the Accumulated Sick Leave Conversion Credit Program (ASLCC) and the Supplemental Health Insurance Conversion Credit Program (SHICC). Use the online Sick Leave Estimator to estimate the value of your sick leave credits.</p> <p>The ASLCC program allows the conversion of unused sick leave to pay for State Group Health Insurance in retirement, as well as at death, layoff or termination with 20 years of state/UW WRS service. Under this program, accumulated sick leave is multiplied by the employee's highest basic pay rate and converted to credits to pay for State Group Health Insurance.</p> <p>The SHICC program allows employees who have at least 15 years of continuous state service to earn sick leave credits in addition to those provided by the ASLCC program. Eligible employees earn up to 52 supplemental credits/year for years 1-24 of service and up to 104 supplemental credits/year for years 25 and beyond. Note: the number of supplemental credits may not exceed the actual number of sick leave hours an employee has accumulated.</p> <p>For additional information about the programs, please review ETF's Sick Leave Credit Conversion Program brochure.</p>

Income Continuation Insurance (ICI)	Coverage ends on the date employment terminates.
Supplemental Dental (Delta Dental)	<p>Coverage ends at the end of the month employment terminates.</p> <p>You may continue coverage indefinitely by continuing to pay your premium.</p> <p>When you retire, you will receive a continuation notice from the UW Service Center (UWSC) that outlines your continuation rights. Request a dental continuation application from UWSC at servicecenter@uwsa.edu or (888)-298-0141.</p> <p>If you want to continue coverage, you must submit the continuation application to Delta Dental within 60 days of the coverage end date or 60 days from the date on the continuation notice, whichever is later.</p> <p>You will pay a slightly higher premium than you did as an active employee. Click here for dental insurance plan and premium information.</p>
Vision Insurance (VSP)	<p>Coverage ends at the end of the month employment terminates.</p> <p>You may continue VSP coverage indefinitely by continuing to pay the premium directly to VSP in a timely manner.</p> <p>When you retire, you will receive a continuation notice from the UW Service Center (UWSC) that outlines your continuation rights. Request a VSP continuation application from UWSC at servicecenter@uwsa.edu or (888)-298-0141.</p> <p>If you want to continue coverage, you must submit the continuation application to VSP within 60 days of the coverage end date or 60 days from the date on the continuation notice, whichever is later.</p> <p>You will continue to pay the same premium you paid as an active employee. Click here for vision insurance plan and premium information.</p>

<p>State Group Life Insurance</p>	<p>Coverage end date through active employment is the end of the month employment terminates.</p> <p>You are eligible to continue coverage indefinitely if you:</p> <ul style="list-style-type: none"> • Were covered under the WRS prior to 1990 (without taking a separation benefit for this period of service; OR • Have at least one month of life insurance coverage in each of five calendar years after 1989. <p>If you carry Spouse and Dependent coverage, this coverage will also end at the end of the month employment terminates. Any covered dependents may be eligible to convert coverage to an individual policy by submitting a conversion application and first premium directly to Securian within 31 days of the coverage end date. Contact the UW Service Center at servicecenter@uwsa.edu or (888)-298-0141 for a conversion application.</p> <p>If you take an immediate WRS annuity and meet one of the eligibility criteria above, your coverage will automatically continue; you do not need to complete a continuation application. Your employer will certify your coverage level with ETF and premiums will automatically be taken from your retirement annuity until age 65. You continue to pay the same premiums as active employees.</p> <p>No premiums are due once you turn 65 and are retired. Coverage is reduced to 75% of Basic coverage at age 65 and to 50% of Basic coverage at age 66.</p> <p>See the following ETF brochures for more information about coverage in retirement:</p> <ul style="list-style-type: none"> • State Group Life Insurance Plan Booklet • Group Life Insurance after You Terminate Employment • Converting Your Group Life Insurance to Pay Health or Long-Term Care Insurance Premiums <p>If you do not meet the continuation eligibility criteria above, you may convert coverage to an individual policy by submitting a conversion application and first premium directly to Securian within 31 days of the coverage end date. Contact the UW Service Center at servicecenter@uwsa.edu or (888)-298-0141 for a conversion application.</p>
<p>Individual & Family Group Life Insurance</p>	<p>Coverage ends at the end of the month employment terminates.</p> <p>You may be eligible to convert coverage to an individual policy by submitting a conversion application and first premium directly to Securian within 31 days of your coverage end date. Contact the UW Service Center at servicecenter@uwsa.edu or (888)-298-0141 for a conversion application.</p>
<p>UW Employees Inc. Life Insurance</p>	<p>Coverage ends at the end of the month employment terminates.</p> <p>You may be eligible to convert coverage to an individual policy by submitting a conversion application and first premium directly to Securian within 31 days of your coverage end date. Contact the UW Service Center at servicecenter@uwsa.edu or (888)-298-0141 for a conversion application.</p>

<p>Accidental Death & Dismemberment Life Insurance</p>	<p>Coverage ends at the end of the month employment terminates.</p> <p>You may continue AD&D coverage indefinitely by continuing to pay the premium directly to Hausmann-Johnson in a timely manner.</p> <p>When you retire, you will receive a continuation notice from the UW Service Center (UWSC) that outlines your continuation rights. Request an AD&D continuation application from UWSC at servicecenter@uwsa.edu or (888)-298-0141.</p> <p>If you want to continue coverage, you must submit the continuation application to Hausmann-Johnson no later than 60 days after your coverage end date. Coverage decreases on a sliding scale beginning at age 70.</p> <p>Rates may be different upon retirement for continuation of benefits. See the AD&D Retiree Fact Sheet for benefit and premium information.</p>
<p>UIA Life Insurance <i>(Faculty, Academic Staff or Limited employees only)</i></p>	<p>Coverage continues until September 30th following your termination date provided the premium is paid through that date.</p> <p>You may be eligible to continue your coverage indefinitely by submitting a continuation form and premium directly to Securian no later than November 29th following your coverage end date. Late continuation forms will be rejected.</p> <p>When you retire, you will receive a continuation notice from the UW Service Center (UWSC) that outlines your continuation rights. Request a UIA continuation application from UWSC at servicecenter@uwsa.edu or (888)-298-0141.</p>
<p>Flexible Spending Accounts</p>	<p>Health Care FSA/ Limited Purpose FSA: If you do not continue coverage, coverage ends at the end of the month in which your last FSA deduction was taken. If you only have carryover FSA funds from the prior plan year and did not participate in the current plan year, your coverage ends on your retirement date. Expenses for services received after this date are not reimbursable.</p> <p>You may continue coverage by 1) contributing the remainder of your annual election via a tax-free lump sum contribution taken from your last paycheck(s) or 2) contribute after-tax payments to your account by paying ETF directly (Contact the UW Service Center at servicecenter@uwsa.edu or (888)-298-0141 for an FSA continuation application). If you contribute your full annual election, you can incur eligible expenses through the end of the plan year.</p> <p>If you contribute your full annual election, you are eligible to carry over up to \$500 to the following plan year. Any unused funds in the carryover year will be forfeited.</p> <p>Dependent Care FSA: When you terminate employment, you cannot continue contributions. You can continue to incur expenses and request reimbursement from your account until you exhaust the balance or the end of the plan year, whichever is earlier.</p> <p>NOTE: All claims for reimbursement must be submitted within 90-days from the end of the plan year.</p>
<p>Health Savings Account</p>	<p>Contributions will end automatically on your last paycheck. You may continue to make contributions to your HSA as long as you remain enrolled in a State of WI High Deductible Health Plan and as long as you are not currently eligible for or enrolled in Medicare. Contributions made will be on a post-tax basis and can be set up through your HSA account on TASC's website.</p> <p>You may continue to use your HSA to pay for qualified medical expenses. The funds will roll over each year.</p> <p>An administrative fee will be deducted from your balance each month.</p>

Parking and/or Transit Account with TASC	These accounts are no longer offered as of July 1, 2018. If you have parking and/or transit account funds still available, you may continue to use them until exhausted or prior to your retirement (whichever comes first). Transportation expenses incurred after this date are not reimbursable. There is no carryover provision when you are no longer an active employee.
Tax-Sheltered Annuity 403(b) Account (TSA)	You may stop contributions at any time by filing a Salary Reduction Agreement . Contributions will end automatically on your last paycheck. After termination of employment (or at age 59½ or later if still employed) you may withdraw some or all of your account and you will not be subject to an early withdrawal tax penalty. Contact your investment company(s) for more information.
Wisconsin Deferred Compensation Account	You may stop contributions at any time by contacting Wisconsin Deferred Compensation directly. Contributions will end automatically on your last paycheck. After termination of employment you may withdraw some or all of your account and you will not be subject to an early withdrawal tax penalty.
Accrued Leave Time (Vacation, Banked Leave, Personal Holidays, ALRA, Compensatory Time)	<p>You should talk to your human resources office to determine if there are any restrictions about how unused accrued leave at retirement can be paid out to you. Generally, there are two options:</p> <ol style="list-style-type: none"> 1. Receive a lump-sum payment for accrued vacation and other leave time owed to you on either your final paycheck or a separate check after your termination date. You may defer most of the lump sum payment to your Wisconsin Deferred Compensation and/or Tax-Sheltered Annuity account(s) – annual contribution limits apply. You will need to work with your payroll office to set up the deduction to coincide with the paycheck that contains the lump-sum payout. This payment is not reportable for WRS purposes. 2. Use any accrued time to remain on payroll after your last physical day of employment. If you elect this option, your retirement date is your last day paid (not last day worked). If you remain on payroll, you will continue to accrue leave, receive your regular earnings and be eligible for all benefit deductions. All earnings will be reportable to the WRS. This option requires employer approval.



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