

Preparing for Retirement at the University of Delaware

Benefits, Resources, and Important Next Steps

Retirement is a significant milestone, and the University of Delaware is committed to supporting faculty and eligible (403b) exempt staff as they plan for this transition. This document provides an overview of retiree eligibility, available benefits, and key resources to help you prepare.

To ensure a smooth transition, please contact **Human Resources at hrhelp@udel.edu at least six months prior to your intended retirement date**. Faculty members should consult the Collective Bargaining Agreement for specific retirement timelines and guidelines.

State Employee Pension Program (SEPP)

For eligibility criteria, visit [State Employee's Pension Planning](#).

403b Retiree Eligibility

Faculty and eligible (403b) exempt staff who meet the University's **age and service requirements** may be eligible for the following benefits:

- Medical, dental, and vision insurance
- Retiree life insurance
- A University-sponsored death benefit
- Educational benefits
- UD ID card
- Wellness Dollars
- Parking privileges for retirees

Medical Benefits Overview

Pre-65 Retirees and Eligible Dependents

Health Insurance

Retirees under age 65 may choose from the University's active employees' medical plans.

*If covering a spouse in a non-Medicare plan, you must complete the [Working Spouse Surcharge](#) form.

Online Resources:

- [Highmark Delaware](#)

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- [Aetna](#)

Prescription Drug Coverage

Enrollment in a medical plan automatically includes prescription drug coverage.

- [CVS Caremark Prescription Plan](#)
- **Retirees and Eligible Dependents Age 65 or Older**

Medicare Coverage

Faculty and eligible exempt staff who are age 65 or older, or who will turn age 65 at the time of retirement, are required to enroll in **Medicare Parts A and B** as their primary medical coverage. Enrollment must occur **three months (90 days) prior to the anticipated retirement date**.

Applications may be submitted online through the [Social Security Administration \(SSA\)](#) website. Employees can create an online account to apply for Medicare benefits and track the status of their application. An acceptance letter can be printed prior to receiving the Medicare card; Medicare cards are typically mailed approximately **30 days after the application is approved**.

Employees who prefer to speak with a Social Security representative may schedule an appointment by calling **1-800-772-1213**.

Medicare Resources:

For information about Medicare enrollment, visit the Social Security Administration website at <https://www.ssa.gov/medicare>. Additional details about Medicare plans and coverage options can be found at <https://www.medicare.gov>.

Supplemental Medical Coverage

The University offers Supplemental Medicare coverage through the [Highmark Blue Cross Blue Shield Delaware – Special Medicfill Supplemental Plan](#)

Prescription Drug Coverage

- [CVS Caremark / SilverScript Prescription Plan](#)

Dental and Vision Benefits

Dental Coverage

- [MetLife Retiree Dental](#) – Core and Enhanced Plans

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Vision Coverage

- [National Vision Administrators \(NVA\)](#)

Cost of Benefits

- Retirees are required to pay a portion of the cost (cost share) associated with their elected medical plans.
- Retirees are responsible for paying **100%** of the premium costs for dental and vision plans.
- State Pension employees may refer to the [State Pension Office](#) for plan rates.

For details, please review:

- Current University of Delaware [Health Insurance Rates](#)

Life Insurance and Death Benefit

Retiree Life Insurance

- [MetLife Retiree Life Insurance](#) (retiree-paid)

University Retiree Death Benefit

- A \$7,000 death benefit is provided by the university.
- Beneficiaries must be designated using the University of Delaware Beneficiary Designation Form

UD Retirement Gift

Retirement gifts are distributed through the University's vendor partner, **O.C. Tanner**.

After Retirement: Staying Connected

Following retirement, retirees are encouraged to stay informed about benefits updates and retiree communications by visiting the Current Retiree website.

Keep the University informed about:

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- [Life events changes](#)
 - [Address updates](#)
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Required Forms and Planning Resources

- [Retirement Benefits webpage](#)
- [Retirement Forms and Checklist](#)
- [State Pension \(SEPP\) Retirement Checklist](#)

Important:

Please submit all required documentation by email to hrhelp@udel.edu

Financial Planning Resources

TIAA Retirement Planning Support

- Register for sessions at: **www.TIAA.org/schedulenow**
- Call **800-732-8353**, weekdays from 8:00 a.m. to 8:00 p.m. (ET)

UD Financial Planning Center

The University of Delaware Financial Planning Center is a **free resource** offering financial education and personalized retirement guidance.

Services include:

- One-on-one sessions with a Certified Financial Planner (CFP)
- Retirement planning, investment, tax planning, and general financial decision-making

Sessions also provide hands-on learning opportunities for senior Financial Planning students.

Location: STAR Campus, FinTech Innovation Hub

Learn more and schedule an appointment:

<https://lerner.udel.edu/centers/financial-planning-center/>

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Human Resources Retirement Specialists look forward to assisting you as you prepare for retirement. Thank you for your years of service to the University of Delaware.