**From:** UCPath, University of California
**Subject:** UCPath Reminder: July 1 Retirement Processing and COLA Eligibility
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# UCPath Reminder: July 1 Retirement Processing and COLA Eligibility

To: General UCPath Communications distribution

As a reminder, to qualify for the *Inactive* Cost-of-Living Adjustment (COLA) increase, eligible UC Retirement Plan (UCRP) benefit recipients must have 1976 Tier service credit or Safety classification and have at least one business day break in service prior to the July 1 retirement date.

Refer to the updated Retirement Processing for July 1 Retirement Date - COLA job aid for terminology, examples, and guidance on processing this transaction in UCPath.

**Action Items:**

- Submit retirement templates as appropriate
- Submit final pay requests for accrual payouts as appropriate
- Submit Accruals & Service Adjustment eForm for any adjustments needed for sick time that has been converted to service credit

**Note:**

- Transaction templates should be submitted and approved no later than the corresponding location deadlines (see payroll processing calendars linked below)

**Resources:**

- Job Aid: Retirement Processing for July 1 Retirement Date - COLA
- Job Aid: Emeriti Processing for July 1 Retirement Date
- Simulation: Initiate Retirement Template Transaction
- Simulation: Submit Final Pay Request
- Forms Library in UCPath

- Job Aid: Review the Payroll Processing Schedule
- Payroll Processing Schedule
- LBNL Payroll Processing Schedule

Thank you,

UCPath
(855) 982-7284
Monday - Friday from 8:00 a.m. - 5:00 p.m.
**ucpath.universityofcalifornia.edu**