

**APPLICATION FOR WAIVER OF THREE-YEAR WAITING PERIOD  
403(b) DEFINED CONTRIBUTION BASE RETIREMENT PLAN**

You may be eligible to begin Purdue retirement contributions without satisfying the three-year waiting period if you meet the criteria below.

**Positions requiring waiver to begin Purdue retirement contributions immediately:**

- Administrative/ Professional
- Continuing Lecturer
- Extension Educator
- Visiting Professor\*
- Visiting Associate Professor\*
- Visiting Instructor\*
- Visiting Assistant Professor\*

**Criteria to be eligible for waiver (must meet all three):**

- Vested in retirement plan
- Employer funded contracts currently in force
- Contracts are from an institution of higher education (accredited to grant post-secondary degrees)

\*Post retirement visitors are not eligible for retirement, however, other visiting positions may be eligible if above criteria has been met. For eligibility information, visit [www.purdue.edu/hr/Benefits/benechart.html](http://www.purdue.edu/hr/Benefits/benechart.html) or call (765) 494-1686.

Complete the information requested and return this form along with a copy of your most recent quarterly retirement statement to: HR Service Center, Kurz Purdue Technology Center (KPTC), 1281 Win Hentschel Blvd. Ste. 1100, West Lafayette, IN 47906.

**Personal Information**

Name:

\_\_\_\_\_  
(First)                      (Middle)                      (Last)

Birth date: \_\_\_\_\_

PUID #: \_\_\_\_\_

Campus Phone: \_\_\_\_\_

Email Address: \_\_\_\_\_

\_\_\_\_\_  
(Signature)

**Higher Education Institution Information**

Previous Higher Education Institution Name:

\_\_\_\_\_

Phone Number: \_\_\_\_\_

Date Institution Last Made Contribution: \_\_\_\_\_

**Attach a copy of your most recent quarterly statement for consideration.**

\_\_\_\_\_  
(Date)

Please note: Contributions will begin as soon as administratively feasible, no later than the month following the review and approval of the application for waiver.

**For HR Service Center/Human Resources Use Only**

Salary: \_\_\_\_\_

Effective Date: \_\_\_\_\_

Hire Date: \_\_\_\_\_

Position Group: \_\_\_\_\_