



Election for Enhanced Opt Out with continued death and incapacity benefits

Please submit this form to the Pensions Contact at your institution. If you are at more than one institution, please submit the form to each Pensions Contact.

Please complete this form using BLOCK CAPITALS.

Member Details

Member name _____

National Insurance Number _____ First Day of Enhanced Opt Out¹ _____

Employer _____

¹ This must be the first day of a month. A minimum notice period of 28 days is required unless prior agreement from USS has been granted to a shorter notice period. Enhanced Opt Out cannot be applied retrospectively.

Declaration

I have had the opportunity to clarify with my employer and Universities Superannuation Scheme Limited the effect of making this election and have taken such independent advice as I consider appropriate. In particular, I understand that:

- I will cease to be an active member of USS and will stop accruing retirement benefits from the first day of Enhanced Opt Out;
- Normal contributions and added years additional contributions (if any) will cease from the first day of Enhanced Opt Out and I will commence payment of special contributions of 2.5% of salary in order to maintain my death in service and incapacity cover (please note that this rate is subject to change);
- All benefits accrued prior to the first day of the Enhanced Opt Out election will be treated as preserved benefits in accordance with the Scheme Rules;
- My preserved benefits will not be payable until I have attained age 55 (57 from April 2028 for some members) (or earlier protected pension age) and ceased all eligible employment, or take flexible retirement;
- I understand that I must submit my Enhanced Opt Out form to all of my USS employers if I am employed by more than one institution.
- Should I retire (in circumstances other than incapacity), my benefits will be calculated based upon service and salary up to and including the day prior to the first day of Enhanced Opt Out;
- In the event that I retire after normal pension age, my benefits will not be increased by a late retirement factor for any period beyond the first day of Enhanced Opt Out;
- This election can only be made once (if not cancelled within the first 12 months) and for the election to be valid it must remain in place for a minimum of 12 months. If an election is rescinded within 12 months then it will be treated as having never been made, and arrears of contributions may need to be paid. ***Please note*** - employers have a statutory duty that applies to them every three years to

automatically re-enrol qualifying employees who have withdrawn from pension saving. If you are re-enrolled as an active member and wish to continue your Enhanced Opt Out election, you will need to complete this form again.

Member's signature _____ Date _____

Employer section

Contribution details

The member's total contributions paid to USS by the current employing institution should be entered below.

Data for year of Enhanced Opt-Out

Leaving date _____ Normal contributions _____ Paid by member _____

Paid by employer (salary sacrifice) _____ Monthly AVCs (USS only) _____

Data for years immediately prior to Enhanced Opt-Out

Year end date _____ Normal contributions _____ Paid by member _____

Paid by employer (salary sacrifice) _____ Monthly AVCs (USS only) _____

Year end date _____ Normal contributions _____ Paid by member _____

Paid by employer (salary sacrifice) _____ Monthly AVCs (USS only) _____

Salary details

Effective date _____ Salary _____

Reason for salary change _____

Effective date _____ Salary _____

Reason for salary change _____

Effective date _____ Salary _____

Reason for salary change _____

Declaration by institution

I acknowledge receipt of the member's election for Enhanced Opt Out under USS, and confirm that normal USS contributions will cease from the first day of Enhanced Opt Out, and that special employee contributions of 2.5% of salary will commence from that date. I also confirm that an employer scheme deficit contribution (currently 6.3%) will be paid from that date so long as a recovery plan is in force in relation to the scheme. The rate is subject to change and will be determined by USS on actuarial advice.

Name _____ Position _____

Signed _____

Date _____

Data protection

Universities Superannuation Scheme Limited takes its obligations under the General Data Protection Regulation (GDPR) seriously and has appropriate procedures in place to ensure your personal data and rights are protected. Your personal data will only be used for the purpose of administering the scheme. Where necessary we may disclose your personal data to your employer and our appointed third parties. We will retain your personal data for no longer than is necessary in line with our policies. Find out more about how we collect and process your personal data, protect your privacy, and how you can contact our data protection officer, by visiting uss.co.uk/privacy-notice. For a glossary of our terms please see more information on our [important information](#) page.
