



Election to remain in an authorised scheme

For use by employees who will, for the first time after 1 April 2016, become USS eligible employees (whilst at the same employer) and wish to elect to remain in their authorised scheme.

Please complete this form using BLOCK CAPITALS.

Please submit this form to the Pensions Contact at your employer.

Member Details

Title _____ Surname _____

First names _____

National Insurance Number _____ Effective date of this election¹ ___DD/MM/YYYY___

Employer _____

¹ This is the first date on which you become a USS eligible employee and must be on or after 1 April 2016 and subsequent to the date on which this election is made.

What you need to know

In order to qualify for this election:

- You must be an active member of a defined benefit pension scheme immediately before the date on which you become a USS eligible employee.
- You must speak to your employer before completing this form to ensure that the scheme has been authorised by USS for this purpose, and that the rules of that scheme permit you to remain an active member whilst in a USS eligible post.
- The employment before and after the effective date of this election must be continuous with the same employer.
- You should understand that this election is binding for as long as you remain employed by that employer, and that you will not have the option to join USS for as long as you remain with that employer.

Please complete the declaration on the next page.

Declaration

- I understand that this election can be made only once, and that it remains binding for as long as I remain in employment with the same employer. I understand that I will have no option to join USS for as long as I remain with this employer. I confirm that I shall be in active membership of my authorised scheme immediately before the date on which I will become a USS eligible employee, and that the employment before and after the effective date of this election is continuous with the same employer.

Member's signature _____ 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.
