This newsletter is designed to present York employees, former employees and retirees with useful general information pertaining to their pension & benefits. Please keep in mind that since this newsletter is distributed to different groups with different entitlements, for example former employees no longer have benefits, that all articles may not pertain to you and your situation.

York University Retirement Planning Centre

Many of you may not be aware that York University has a Retirement Planning Centre that has services available for all employees of York, regardless of your union/affiliation. The services include individual counselling, seminars, workshops, and a resource library.

Seminars and workshops are publicized by sending you a flyer, which arrives in your mail about six times a year. This flyer contains information about upcoming seminars and/or workshops presented by the Retirement Planning Centre. They can also be found on the website, www.yorku.ca/retire, or on YFile. The content of the seminars vary around certain areas of interest when thinking about Retirement. They are: financial concerns, lifestyle issues, and health issues. The seminars and/or workshops are not purely for people planning or close to retirement. Some are meant for all ages, including those just beginning their careers here at York. Seminars are generally an hour long, and span over lunch time.

Individual counselling is also available through the Centre. As with seminars, counselling is available for any age or stage in life. Whether you are just beginning work and want ideas on how to save for retirement, or are mid way through your career, and want to talk about expectations, or whether you are thinking about on your way to retirement, staff can possibly be of help. Retirement Planning Centre staff have great knowledge and a number of reference materials to help. They can talk about finances in general and provide you with a list of people who can help. Lifestyle issues can also be of great concern, such as downsizing or elderly parent issues, or lack of purpose after retirement. Health issues need to be considered as well, and ways of maintaining a healthy lifestyle after retirement.

The goal of the Retirement Planning Centre is to help York Employees at all stages in their careers. Retirement Planning can start as early as your first day of work. Consider stopping in to see them any time.

The Centre is located in 101 Central Square, right in front of the East Bear Pit and can be reached by phone at extension 66228, or by e-mail retire@yorku.ca. They also have a website that has very valuable information, including webinars that can be viewed, www.yorku.ca/retire. The Centre is staffed by Admin Assistant, How Chee Un, and the Coordinator, Catherine Federico.
Commonly Asked Pension Statement Questions

Most of you have already received your December 31, 2009 Pension Statements, which went out on April 30th. While required to send them out under pension legislation, we hope they provide useful information to the members.

What if some of my Member Information is incorrect?

If you notice that your date of hire, marital status, date of birth, beneficiary, etc, is incorrect; then contact your Pension & Benefits Counselor to have it reviewed and corrected.

What is Current Final Average Earnings?

Current final average earnings is not your current salary but the average of your best five years as of the statement date. If you have not been a member for longer than five years, it is the average of your earnings to the statement date.

What is Current Accrued Monthly Minimum Guarantee Benefit?

This amount is the benefit you have earned using the final average earnings and service as of the statement date. It is required under the Pension Benefits Act to report this figure. As you continue to earn service in the plan this amount should increase year over year.

How are the Estimated Monthly Pension amounts calculated?

These amounts, Money Purchase Component Pension and Minimum Guarantee Benefit, are projected amounts to your Normal Retirement Date. The projection uses your salary and workload % at the statement date as the basis. Also, the projection makes some long term assumptions of an annual rate of fund return of 6% and an annual salary inflation of 3%. These amounts are meant to provide members with an estimate of what they may earn at their normal retirement if the assumptions hold true.

I would like to retire in the upcoming year, can I use the statement for planning?

Members who are looking to retire with the next year should contact their Pension & Benefit Counselor. They can request a retirement package or obtain an estimate with their current job information, including pay and contributions.

Meet a Pension & Benefits Team Member

Margaret Crowe, Pension & Benefit Counsellor

Many of you may recognize Margaret Crowe, our longest serving Pension & Benefits counsellor. Margaret has worked in the Pension and Benefits office at York for over 20 years and has helped thousands of employees with everything from new employee orientation to benefits and retirement. She has earned a Human Resources Management Diploma from Seneca College to compliment her experience.

Margaret is a Pension & Benefits Counsellor in the Department of Human Resources at York University, managing Pension & Benefits issues for faculty and staff who’s last name starts with A—E and can be reached at extension 20377 or email crowem@yorku.ca
Sign up to Sun Contest

Sun Life, our benefits provider is running a contest to encourage plan members to register for direct deposit and paperless claim statements on their Plan Member Services website.

When plan members provide their bank information and e-mail address on the website, they will be entered automatically into a random draw to win one of 20 $1,000 Jump Cards, redeemable at over 250 retailers, restaurants and travel service providers across Canada.

For every plan member who registers for direct deposit and paperless claims statements during the contest, Sun Life will donate $1 to Tree Canada. That means, for every four members who register, Tree Canada will plant and maintain a new tree.

If you are not using Sun Life’s Plan Member Services website yet…. Visit [www.sunlife.ca/member](http://www.sunlife.ca/member) and select Register now to get an access ID and password.

20 $1,000 gift cards to be won!

Want to get your claims payments and statements faster? Register for direct deposit and paperless claims statements on our website at [www.sunlife.ca/member](http://www.sunlife.ca/member) and you’ll also have a chance to win $1,000 to spend at your favourite retailer*.

- Contest runs from May 3 to June 27, 2010
- Visit [www.sunlife.ca/signuptosun](http://www.sunlife.ca/signuptosun) for full contest details – and to find out how green you are.

* Choice of over 200 retailers, restaurants and travel service providers available through JUMP Card.

Questions & Answers

Q. My child has been approved by the Centre for Students with Disabilities that they may carry less than 18 credits to be considered a full-time student. Will they still qualify for tuition waiver and benefits?

A. Yes, forward a copy of the letter from the Centre to the Pension and Benefit office. The office will then monitor to ensure the course load is maintained.

If your child has a medical or physical disability which you believe prevents them to be independent by age 25, please contact the Pension & Benefit office before they reach age 21 as Sun Life needs to determine their benefit eligibility.

Q. I file most of my paramedical claims electronically. I notice that I frequently receive a “Request to submit claim documents for audit” from Sun Life. Why is this occurring?

A. As part of Sun Life’s routine practice, their claims system randomly selects a number of claims daily for audit. These claims are checked thoroughly to help ensure the claims Sun Life receives through the website are valid and accurate, and that their system processes them accurately.

You may notice that some types of practitioners are more likely to be audited than others. Please keep your receipts whenever filing an e-claims and when you need to send in the documents you can do so by either mail, fax or email.

If you have a comment, question or a suggestion for P&B times, please email pbtimes@yorku.ca. Please ensure your question or comment is of a general nature. For more specific questions, please contact your Pension & Benefits counsellor.
Information provided in this newsletter is of a general nature, should you require further information that specifically pertains to you please contact your Pension & Benefits Counsellor as listed in the chart below.

In the event the information contained herein conflicts with the applicable contract, policy or guideline, the terms of the contract, policy or guideline will prevail.

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<th>Employee's Last Name Initial</th>
<th>Counsellor</th>
<th>Extension</th>
<th>Email Address</th>
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<tbody>
<tr>
<td>A to E</td>
<td>Margaret Crowe</td>
<td>20377</td>
<td><a href="mailto:crowem@yorku.ca">crowem@yorku.ca</a></td>
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<tr>
<td>F, S to Z</td>
<td>Peter Chakonza</td>
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<td><a href="mailto:chakp@yorku.ca">chakp@yorku.ca</a></td>
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Here are just a few websites you can access to gain more information:

- York’s Pension & Benefits Office: [www.yorku.ca/hr/units/cpb/pensionbenefits.html](http://www.yorku.ca/hr/units/cpb/pensionbenefits.html)
- York’s Employee Self Service: [www.yorku.ca/hr/services/employees/yesss/index.html](http://www.yorku.ca/hr/services/employees/yesss/index.html)
- York’s Retirement Planning Centre: [www.yorku.ca/retire](http://www.yorku.ca/retire)
- Sun Life’s Plan Member services: [www.sunlife.ca/member](http://www.sunlife.ca/member)
- York University Retirement Planner: [www.yorku-ret.ca](http://www.yorku-ret.ca)