

Department of  
Human Resources  
(847) 491-7513  
(847) 467-2288

Northwestern University  
720 University Place  
Evanston, Illinois 60208  
[www.northwestern.edu/hr](http://www.northwestern.edu/hr)



NORTHWESTERN  
UNIVERSITY

PAYROLL DIVISION

Dear Retiree,

Congratulations on your recent retirement from Northwestern University!

As a retiree, you are eligible to continue to receive Wildcard privilege and an e-mail account. If you would like to continue to be active in the Human Resources Information System, please fill out the form below and return it to:

Human Resources Payroll Division  
720 University Place  
Evanston, IL 60208

After your information is active in our system, you may contact IT Services at (847) 467-2267 if you have any problems with your e-mail account. If the help desk at IT Services is unable to assist you, the Information Center Manager may be consulted.

Sincerely,

Linda King  
Payroll Coordinator

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I would like to get the following benefits from Northwestern University as a retiree:

\_\_\_ Wildcard privilege

\_\_\_ E-mail address

Name: \_\_\_\_\_

Employee ID (found on your NU Wildcard): \_\_\_\_\_

Date of Retirement: \_\_\_\_\_