

Northwestern | OFFICE OF HUMAN RESOURCES

Dear Staff Retiree:

Congratulations on your retirement from Northwestern University! Thank you for your many contributions to this great institution. We wish you much happiness and personal fulfillment in the future.

Upon leaving Northwestern, all retirees are eligible to continue to receive Wildcard privileges. With regard to retiree email accounts, the University has refined its [NetID policy](#) to ensure that individuals with University email accounts are actively engaged with the mission and work of the University, and to align with best practices regarding information security. Therefore, your email account will be disabled after your last day of employment and deleted after [70 days](#).

Please indicate below if you would like to continue to receive your Wildcard privileges:

I would like to continue to receive Wildcard privileges from Northwestern University as a retiree.

Name: _____

Employee ID (found on your Northwestern Wildcard): _____

Date of retirement: _____

Please return this completed form to:

askHR@northwestern.edu
1800 Sherman Ave, 1st Floor
Evanston, IL 60208
847-491-4700