

Employee Retirement

November 2025

Mount St. Joseph University is deeply grateful for the years of commitment, service, and leadership that our employees contribute as part of our mission to educate and serve in the spirit of the Sisters of Charity. This policy affirms our appreciation for those who retire after faithfully supporting the University's work and community.

1. Purpose

This policy outlines the University's approach to retirement eligibility and post-retirement recognition, honoring the impact that retiring employees have made on our students, colleagues, and mission.

2. Retirement as a Voluntary Transition

The University does not require a mandatory retirement age. Retirement is a voluntary decision to conclude active employment and transition into the next phase of one's personal and professional journey.

3. Eligibility

Employees are eligible to retire when they meet the following criteria:

- Age 62 or older, and
- At least 10 years of continuous full-time service to Mount St. Joseph University.

4. Retirement Recognition and Benefits

To honor the contributions of retiring employees, the University provides the following:

- A \$250 monetary gift as a token of appreciation.
- A University-sponsored retirement celebration, with costs not to exceed \$500, to honor the retiree's service and impact.
- Continued access to the Harrington Center and Centennial Field House fitness facilities.
- Ongoing use of the resources and services of the Archbishop Alter Library, encouraging lifelong learning and continued connection to the Mount community.