

Any teacher wishing to benefit from this plan must forward a written request to the Board, usually before **APRIL 1ST PRECEDING** the school year during which the progressive retirement period shall begin (Provincial Entente 5-22.00).

- The purpose of the plan is to allow a teacher to reduce his/her time worked for 1 to 5 years before full retirement. **Please note that the school board will usually grant a maximum of three years only, but may in certain cases accept five years.**
- To be eligible, the teacher **must first verify with CARRA** that he or she will be entitled to a pension on the date on which the plan ends.
- **Retirement is compulsory at the end of the plan.**
- **Any changes in the dates set for the beginning and end of the agreement must have the prior approval of CARRA** (Commission administrative des régimes de retraite et d'assurances).
- **The agreement becomes null if the teacher voluntarily ceases to participate in the plan during the first year of the agreement.**
- **The agreement ends if the teacher voluntarily ceases to participate in the plan more than 1 year after the beginning of the agreement.**
- **The teacher's workload can vary between 40% and 80% of the regular work week, or its equivalent within the framework of a school year.**
- The teacher must specify the **period** during which he/she intends to benefit from the progressive retirement plan and the **time** he/she intends to **work** during each of the years concerned.

The granting of a progressive retirement shall be the object of a prior agreement with the Board. However, should the request be refused, the Board must provide, at the teacher's request, the reasons for its refusal.

- If the teacher becomes sick and is unable to work during the programme, the programme may be cancelled **at the request of the teacher**, and the teacher goes on salary insurance.
- For the purpose of the pension plan, one full year of service shall be recognized for each year of participation in the programme.
- For the duration of the agreement, **the teacher and the Board must pay** their share of the contributions to the pension plan based on **full salary**.
- For the duration of the agreement, the teacher shall accumulate seniority and experience.