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**Sent:** Thursday, May 8, 2025 11:22 AM

**Subject:** Direct Retro Tool Will Be Retired Early July 2025



## Central Resource Unit

### GL & FUNDING News

News for CAOs, CFOs, and GL initiators and approvers in UCPATH.

## Direct Retro Tool Retirement

### Transaction Deadline: July 1, 2025

Dear colleague,

In November 2023, UCPATH launched the new Salary Cost Transfer (SCT) tool to improve the process of moving salary expenses between funds. The tool that was previously used for these transactions, Direct Retro, has experienced a decrease in functionality as it has been slowly phased out and replaced by SCT. It is currently only available for limited transactions types, which are processed on a reduced monthly schedule.

**Please be advised the Direct Retro will be retired in the near future. The last day to submit and approve transactions through Direct Retro will be July 1, 2025 at 5:00 p.m. (PT).**

After this date, the tool will no longer be functional, but will remain accessible in view-only mode for historical transactions. Do not attempt to utilize Direct Retro after July 1, 2025, the transaction will not be processed. Additionally, the Salary Cost Transfer tool will be refreshed by UCPATH on July 7, 2025 due to related updates.

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## Prepare Now

We encourage departments to complete any remaining transactions that must be processed through Direct Retro as soon as possible. As a reminder, this tool is only used for transactions that occurred before November 2023 that have previously been processed through Direct Retro.

Direct Retro transactions will be processed by the UCPATH Center according to the [processing calendar](#) through June 2025. Following the **July 1, 2025 deadline** for remaining transactions, UCPATH will run a final processing job by July 3, and transactions will be posted by July 4.

## Next Steps

As Direct Retro's retirement date approaches, we'll provide additional information and resources including:

- Reminder communications, including SCT or Direct Retro outage notices
- Enhancements to SCT online resources, including updated training materials and web content
- Information about transactions that cannot be processed through SCT following the Direct Retro tool retirement

## Questions?

If you have any questions, please [create a case](#) using the HR/Admin form and enter the following information.

- Topics: General Ledger
- Category: General Inquiry General Ledger
- Subject: Direct Retro Tool Retirement

Your Payroll Partner,  
UCLA Central Resource Unit