Encore: Preferred Candidate Status Program

American

Introducing Encore

During these difficult times, it's important that American continues to live out our purpose of caring for people on life's journey. Though this stage of your journey at American is coming to a close, we hope that you'll continue to grow and develop, and consider joining American again in the future. That's why we're introducing Encore, the preferred candidate status program, for team members who were voluntarily or involuntarily separated between April and September 2020.

Encore is centered around you and the next phase of your professional development as it extends beyond American. While we can't be certain of what the future holds, we do believe in the importance of continuous learning and development – or upskilling – so that you are ready for the next opportunity, and we're here to provide resources and opportunities to help you thrive. Upskilling can be done in a number of ways, such as obtaining a higher education degree or additional certification, or working with a nonprofit. Now can be a time to reinvest in yourself, follow your passion, challenge yourself and take the next step in your journey. Not only will you better yourself, but you'll also be an asset to any team you join in the future.

How Does It Work?

If you were voluntarily/involuntarily separated between April and September 2020 and you:

- demonstrate a professional commitment to a 501(c)(3) or internationally registered nonprofit organization
- and/or obtain a higher education degree
- and/or receive certifications from an accredited institution

Then you will receive:

- an opportunity to interview for jobs at American for which you apply and meet the minimum qualifications. This is for any position posted on or after Oct. 1, 2021 through Dec. 31, 2025
- if hired through this process, your company seniority will be retained, as will any tenure-related benefits

Resources

- www.aa.com/transition

Degreed is an online learning experience platform that offers a variety of on-demand skill development opportunities 24/7, 365 days a year.

While you are still on active payroll, you'll have access to every piece of content in the American Airlines Learning Management System (LMS), Harvard Manage Mentor (HMM), Precipio (Skillsoft), Spark and more. Degreed provides great opportunities to help you upskill, build your resume and prepare for your next chapter.

As you transition to new opportunities outside of American, they'll be able to continue using Degreed, but with a few differences. Learn more about using Degreed after American below.

Once I separate (after my last day of payroll) from the company, will I continue to have access to Degreed content?

Yes. Degreed is publicly available through a free consumer account. However, American Airlines provides access to an exclusive catalog of content that is not accessible to the public. To safeguard your progress on content that is available to the public, add a personal secondary e-mail to your profile. Please keep in mind that content available in the American catalog (LMS, Percipio/Skillsoft, HMM and Spark) will be unavailable after separation and transition to a consumer account.

How do I add a secondary email?

Go to your Profile > Settings > Account > under email add your personal email where it says "Secondary".

How will logging in to Degreed change?

Before my last day on payroll	**After my last day on payroll**
You have an enterprise (American Airlines) account	You have a consumer (personal) account
Go to aa.degreed.com	Go to degreed.com
Access using single sign-on (SSO)	Enter your personal email and use the "Forgot Password" link to get a new password that you'll moving forward.

If I don't add a personal email address to Degreed before leaving, can I still access my content?

Yes, but it's much easier if you add a personal email address while you're still on payroll. You can email the Degreed support team to recover your profile.

I'm looking for a new career opportunity, can Degreed help?

Yes, the Global Learning team has put together a learning Plan called "Your next chapter" with resources on creating/updating your resume, writing a cover letter, networking, applying and interviewing for a job.

What happens to my account after my last day on payroll or when I switch to a consumer account?

- **Profile** - Your profile will be set to private by default, and you must select whether you want to make your profile public once it's converted to a consumer account.
- **Points** - All of the points earned from American's proprietary content will be saved in your profile even though the details of content owned by American (LMS, Precipio/Skillsoft, HMM and Spark) will not be visible on your profile.

- **Offboarding Email** - Seven days after your last day on payroll or switching to a consumer account, Degreed will send an email to your personal email address informing you that you can continue logging into Degreed with your personal email address. You will only receive this email if you have added a personal email address to your profile.

What items won't be saved to my user profile after my last day on payroll or when I switch to a consumer account?

- **Internal organization content** - Any internal organization or proprietary content that you've added to the profile will not be visible on your profile (LMS, Percipio/Skillsoft, HMM and Spark). You will keep the points associated with the completed content, but the content name, description and other details will not be visible on your profile.
- **Pathways shared with the organization** - Once a pathway has been shared with the organization, it is flagged with the organization's ID and will be removed from your profile.
- **Skills Plans** - All skill plans will be removed from your profile because Degreed doesn't yet have the concept of personal skill plans.

What happens to my recommendations after my last day on payroll or when I switch to a consumer account?

- Your recommendations to:
    - groups are removed from the insights page but still show in the group feed (anonymized).
    - individuals and groups are removed from the recipient's recommended feed.
- Notifications about your recommendations will still show in the recipient's notification dropdown.

What happens to the Pathway's I created after my last day on payroll or when I switch to a consumer account?

- **Organization Pathways** - Pathways that have been shared with an organization will be removed from your profile and the Pathway will no longer be visible to you. The Pathway will remain with the organization.
    - If you have completed items in the Pathway, only the external, and non-organizational content will be visible in your profile, but no mention of the Pathway itself will be visible.
- **Personal/Private Pathways** - If you created a pathway, but did not share it with the organization (the Pathway is private to the user), then you will keep the Pathway when you leave the organization. However, any organization content that may have been part of the Pathway will be removed.
- **Private to Collaborators** - Pathways with other collaborators remain visible to the other collaborators.

Get help making important financial decisions

Fidelity Investments® is offering additional support to American Airlines team members as they start their next journey, whether that's planning for retirement or general financial planning. We encourage you to take advantage of the following Fidelity resources.

Sign up for a Web Workshop

Join American Airlines and Fidelity for an online educational workshop that will provide strategies to help you make important decisions during this period of change.

In the **Take Your Next Steps During Your Transition** workshop, you'll learn more about:

- Workplace benefits you may be entitled to
- Types of insurance coverage, including health care, you'll want to maintain
- Distribution options available for your workplace savings plan
- Budgeting tips and to-dos

If you are commencing your retirement, select one of the sessions titled "AMERICAN AIRLINES, INC. – Retirement Planning Workshop" from the registration system. These sessions will include more information on Medicare and Social Security.

Go to https://netbenefits.fidelity.com/livewebmeetings to register for a session.

Transition Planning Workshop	Tuesday, July 7 at 11 a.m. CT	Tuesday, July 7 at 7 p.m. CT	Wednesday, July 8 at 7 a.m. CT	Wednesday, July 8 at 3 p.m. CT
Retirement Planning Workshop	Monday, July 6 at 11 a.m. CT	Thursday, July 9 at 7 p.m. CT	Friday, July 10 at 7 a.m. CT	Friday, July 10 at 3 pm. CT

Register for a complimentary one-on-one consultation

Let an experienced representative help you develop your own comprehensive plan that integrates your workplace savings plans with your overall financial goals. A limited number of consultations are available and you must register 24 hours in advance.

During your 45-minute phone consultation, Fidelity will review your financial situation and help you identify next steps to consider to help you stay on track. Spouses or other family members are invited to participate.

In order to properly assess your needs, please gather statements for your retirement and savings accounts. Documents may include:

- 401(k) and 403(b) statements from current and former employers
- Statements from other investments such as brokerage accounts, IRAs, any mutual funds, and other bank accounts

Appointments are available June 30–Aug. 31. To view available days and times, and to register for an appointment, go to https://netbenefits.fidelity.com/retirementconsultation.

Can't make it to an appointment?
Fidelity planning representatives are available 8:30 a.m. – 9 p.m. Eastern time, Monday through Friday (excluding most New York Stock Exchange holidays). We can help you create a plan—or even ask the questions you may not have considered yet. When you're ready, call a Fidelity representative to take advantage of ongoing support at **800-603-4015**.

Investing involves risk, including risk of loss.

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