

## Steps to CalPERS Retirement

If you are within two to three years of retirement be sure to take the following steps:

1. Choose a retirement date that's right for you.
2. Check with your district/contract to see if you are eligible for health benefits after retirement (health benefit questions are answered by your own district personnel).
3. Attend a Pre-Retirement Seminar where CalPERS is presenting or take a class on line at [www.calpers.ca.gov](http://www.calpers.ca.gov). This entitles you to a one-on-one appointment at CalPERS 90 days prior to your retirement date.
4. Determine the best 12 consecutive month period to use for your retirement calculation (referred to as "final compensation period" on the retirement application).
5. Within six months of your retirement, contact CalPERS for an estimate (1-888-225-7377), also request a service retirement application.
6. Four months before your retirement fill out your application, take it to your employer so they can certify the number of unused sick leave days you have.
7. Study the options shown on your retirement estimate and choose one that is right for you, (this tells CalPERS how you want your retirement paid).
8. If you have attended a CSEA sponsored/CalPERS Pre-Retirement Seminar, you may schedule a one-on-one appointment at CalPERS if you feel it is necessary.
9. Submit your application to CalPERS 90 days in advance of retirement (or take it to your appointment if you chose to schedule one).
10. Look for your first monthly retirement check to arrive the beginning of the month following your retirement. Enjoy your retirement for .....THE REST OF YOUR LIFE!

Please contact Carleen Sigsbee with any questions:

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