



# Information for Retirees



***I'm ready to retire. Now what?*** First of all, congratulations! We want to thank you for your years of service to Barrow County School System, and any other School Systems where you made an impact on the lives of kids. Follow the steps below to make sure your benefits continue, and you are taking advantage of what's available to you as a retiree.



Once you have made the decision to retire, the first step is to inform your Supervisor, in writing, of your upcoming retirement date. Note that your retirement date is always the first of the month *after* your last day of employment. So, if your last day is 05/25, your retirement date is 06/01.



Next, you must apply for retirement via the TRS or PSERS website. They will contact us for additional information. If you complete this step 3 months prior to your retirement date, you will receive your check the month you retire.

- For TRS, go to: <https://www.trsga.com>
- For PSERS, go to: <https://www.ers.ga.gov/public-school-employees-retirement-system>



## Note to TRS Retirees

Make sure you submit a Sick Leave Certification Form to every Georgia School System you taught at. You have 60 accumulated sick days to count towards TRS Retirement. Note that Benefits and Payroll cannot fill out TRS-related forms until a month prior to your Retirement Date.

The BCSS Benefits office will contact insurance providers on your behalf to let them know you are retiring.