



INFORMATION FOR RETIRING EMPLOYEES

NDPERS

2 - 3 months prior to your retirement date:

Request a Benefit Estimate by one of the following options:

- Contact NDPERS at (800) 803-7377
- Request or prepare on NDPERS PERSLink Member Self Service at www.nd.gov/ndpers
- Or contact Katie in HR/Payroll to request one for you

Contact Katie in HR/Payroll for an NDPERS Retirement Kit

In addition to the NDPERS Retirement Kit you will need:

- Copy of birth certificate (if married, also copy of spouse's)
- Copy of marriage certificate
- Copy of Medicare Card(s) for self and spouse if eligible
(Must have Medicare A&B to continue on the NDPERS Retiree Health Insurance)

TIAA

Prior to your retirement date:

- Contact TIAA (800-842-2776) for retirement options
Or go to: www.tiaa.org/schedulenow and click on *Meet at Work*, then *Select* and follow the prompts to schedule an appointment with a TIAA representative.
- Contact Vicki in HR/Payroll for an Insurance Retirement Kit
- Copy of Medicare Card(s) for self and spouse if eligible
(Must have Medicare A&B to continue on the NDPERS Retiree Health Insurance)

Options available to all benefited employees:

- Health, State Life (basic), dental & vision insurance, at cost to employee, may be continued as long as you receive a retirement benefit from NDPERS or TIAA.
- State Life supplemental insurance, UND Life insurance or AFLAC may be continued by remitting the premium directly to the company.
- FlexComp- Contact Cheryl in HR/Payroll at (701) 777-4423
- Information of tax implications on vacation/sick leave payout-Contact Kevin in HR/Payroll at (701) 777-4227

Katie - (701) 777-2157 or katie.douthit@und.edu

Vicki - (701) 777-2158 or vick.robertson@und.edu

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