

# SCHOOL | NEW MEMBER

Welcome to the School Employees Retirement Plan. Whether you are beginning your career or you previously worked in Nebraska public schools, we welcome your membership and the opportunity to help you understand your retirement plan.

We have created this document to provide new members with important information regarding the retirement benefits offered to School employees. Click on the links or visit our website to obtain copies. If you have questions about the materials, please feel free to contact us.

**School Retirement  
Plan Handbook**

**Beneficiary  
Designation Form**

**Application for  
Vesting Credit Form**

## FORM INFORMATION

### BENEFICIARY DESIGNATION FORM

This form directs the distribution of any death benefits. All members must complete this form and submit to NPERS. Be aware this form will supersede other estate planning documents and update as needed. Additional beneficiary forms may be printed from our website.

### APPLICATION FOR VESTING CREDIT

If you have participated in another Nebraska governmental plan, that participation may count toward the five years required to vest in the School Plan. To qualify, you must complete this form and submit to NPERS within 180 days of your date of hire.

**Nebraska Public Employees Retirement Systems**

**1526 K Street, Suite 400 or P.O. Box 94816 Lincoln, NE 68509-4816**

**402-471-2053 or 800-245-5712 Fax: 402-471-9493**

**[npers.ne.gov](http://npers.ne.gov)**

# THE BASICS

Your plan is a Defined Benefit plan. Upon termination and reaching retirement age, eligible members receive retirement benefits in the form of a monthly annuity (pension) for their lifetime. The amount of this monthly pension is calculated using your total years of creditable service and highest 12-month periods of salary (final average monthly compensation).

## VESTING

You must be “vested” in order to receive the lifetime pension benefit. You can vest by accruing a minimum of 5 years of service in the plan. Individuals with service in another Nebraska governmental plan may qualify for vesting credit. Please refer to the vesting credit form.

## RETIREMENT AGE

We use your attained age when you begin receiving pension benefits – not the age when you terminated employment. Unreduced benefits are available at age 65. Reduced early retirement benefits can be started at age 60. Members may begin drawing unreduced benefits earlier than 65 under the Rule of 85. Please refer to the plan handbook for more information on this provision. Members must notify NPERS when they wish to begin receiving benefits. Unlike Social Security, benefits will not increase once a member terminates employment and has reached the point when they may draw unreduced benefits.

## TERMINATION PRIOR TO RETIREMENT AGE

If you are vested, you may apply for your monthly pension once you reach retirement age. You may opt to request a refund, but be aware the refund will consist of only your contributions plus interest and will remove your eligibility to receive the lifetime pension. Members who are not vested are only eligible for a refund.

## WEBSITE

**Visit us at [npers.ne.gov](http://npers.ne.gov) to access forms, newsletters, and plan handbooks. Members may use the benefit estimator to see how years of service and salary will determine their monthly benefits. Individuals who create an online account can review beneficiaries and salary/service history.**

## NPERS RETIREMENT PLANNING SEMINARS

Plan members are eligible to attend up to two of our full-day seminars. These seminars cover a wide range of topics with the main focus on your Plan design and your options at retirement. The cost is \$25 per member and for an additional \$25 you may bring a guest. Food and materials are provided and members attending for the full day are eligible for paid leave to attend. Dates, locations, and the registration form, are available on our website.