

## **Retirement Eligibility:**

1. Early Age Service Retirement resulting in reduced annuity = age 55 with 5 or more years of service or any age below 50 with 30 or more years of service.
2. Normal Age Service Retirement with full annuity = age 65 with 5 or more years of service **OR** age + years of service = 80 (rule of 80) and have at least 5 years of service.
3. Rehired after retirement:
  - a. Must have a full calendar month break before returning with any TRS or ORP employer.
  - b. TRS retirees prior to January 1, 2011, can return to work with no restrictions.
  - c. TRS retirees on or after January 1, 2011, can return to work part-time ( $\leq 20$  hours a week) with no loss of TRS annuity. Full-time employment requires a 12-month consecutive break in service after retirement, or the retiree forfeits the monthly annuity for each month in which that work occurs.
  - d. Phased retirement applies to tenured faculty only (see [UPPS 04.04.51](#)).
4. Payments – TRS payments do not begin right away. There could be a 2–3-month delay. All annuities owed will be paid retroactively. Then, going forward, all TRS annuities will be paid on the last day of the month.

## **Retiree Insurance Eligibility:**

1. Eligible for interim medical insurance if the retiree is age 55+ with 10 years of creditable service with TRS, ORP, or ERS, or any combination of these three retirement programs. Years of service must include at least 10 years in a benefits-eligible position with a GBP participating agency. This insurance is purchased through the group benefits program. Retirees pay the total actuarial cost. It is recommended that these retirees purchase COBRA first, because it is much lower in cost. Upon retirement, retirees may continue to purchase optional coverage such as dental and life insurance with no waiting period. See [ERS](#) for more details.
2. Eligible for retiree insurance if the retiree meets the rule of 80 or is age 65+ with 10 years of creditable service with TRS, ORP, or ERS, or any combination of these three retirement programs. Creditable service must include 10 years in a benefits-eligible position with a GBP participating agency.
3. Employees hired prior to 9/1/01 are grandfathered under the old rule, which required 10 years of service but only 3 years of actual service with a GBP participating agency. For example, the employee can have 7 years in the TRS insurance program and 3 years in the GBP insurance program to qualify for retiree insurance through GBP. Those in this scenario must retire under the GBP employer.
4. If the retiree is at least 65, they should contact Social Security at 800.772.1213 to inquire about Social Security and Medicare benefits. Retirees should apply for Medicare Part B since HealthSelect Medicare Advantage will pay claims as if they have Part B. Medicare is primary unless the retiree returns to work in a benefits-eligible position (at least 50% FTE).
5. Employees must apply for retiree insurance benefits with their last employer.
6. If a retiree returns to work at least 50% FTE, they may choose to enroll in insurance as an “active” employee.
7. Insurance options available to retirees:
  - a. Medical insurance for retirees and dependents (either as interim or retiree insurance, as described above)  
(For HealthSelect only, switch to out-of-area when retiree reaches age 65. For retirees age 65+, the HealthSelect Medicare Advantage Plan will be offered upon verification of Medicare benefits.)
  - b. Dental insurance for retirees and dependents
  - c. Dependent Life of \$2,500 (if dependent is currently enrolled)
  - d. Basic Life of \$2,500

- e. Optional Life of one- or two-times annual salary (if currently enrolled). These premiums increase with age, and the coverage decreases after the retiree reaches age 70.
- f. If one- or two-times annual salary is not chosen (and currently enrolled in optional life), the retiree can choose a \$10,000 policy. This premium and coverage do change as age increases. If an employee does not have optional life insurance at the time of retirement, they may apply for a \$10,000 policy with evidence of insurability.

### **Enrollment Period:**

1. Retirees meeting the rule of 80 or who are age 65+ with 10 years of creditable service with TRS, ORP, or ERS, have an initial enrollment period for 30 days immediately after the retirement date. If a break in service has occurred, medical coverage will begin on the first of the month following a 60-day waiting period.
2. Retirees who retire before age 65 but do not meet the rule of 80 must contact HR and enroll in the month in which he/she turns 65. This applies whether retiring from active employment or after a break in service. Medical coverage is effective on the first of the month following a 60-day waiting period. Optional coverage must be selected within the first 30 days after the retirement date or wait until the next annual enrollment period.
3. All retirees will have an annual enrollment period. Retirees may add or drop dependents during their initial enrollment period or during annual enrollment. Retirees' insurance will be managed directly by ERS once they are retired.

### **Check-out Process:**

1. TRS Retiree:
  - a. Follow the retiree checklist on the [HR website](#).
  - b. Log in to your MyTRS account at [www.trs.texas.gov](http://www.trs.texas.gov) or complete the [TRS 18 Form](#) six months prior to retirement for an estimate of retirement benefits.
  - c. This will trigger TRS to mail a retirement packet to the employee's home.
  - d. Once all your forms are processed by TRS, they will automatically send an electronic Retirement Certification via the online TRS portal to our Payroll Office. The Retirement Certification will not be viewable to Payroll until your retirement date has been met.
2. ORP Retiree:
  - a. Follow the retiree checklist on the [HR website](#).
  - b. Contact ORP vendor to set up distributions from the ORP account(s). (Must maintain an ORP account to remain eligible for retiree insurance.)
3. Prior to retirement (TRS & ORP retirees):
  - a. Three Months Prior - Visit our [pre-retiree website](#) to book your virtual meeting with our HR team. Prior to that meeting, you will receive an email with all the necessary information we will discuss during our meeting.
  - b. ERS Retiree Insurance Enrollment Form (if eligible)
  - c. Medicare CMS-L564 Employer Verification (If Medicare eligible)
  - d. Sick Leave Pool Request/Donation Form (voluntary) – The retiree can donate sick leave after retirement. Otherwise, sick leave is forfeited or is reinstated if return to work within 12 months.
  - e. Department and employee complete Separation Checkout forms as outlined in [UPPS 04.04.50](#).
  - f. Lump-sum vacation payments do not have retirement contributions deducted. Lump-sum vacation payments can be deferred to a 403(b) or 457. Please note that you must contact HR prior to ensure everything is set up to ensure a proper deferral.