



INSTRUCTIONS

PLEASE READ CAREFULLY

In accordance with the laws governing TRS, any member whose effective retirement date has passed may apply to be restored to active service. If the Teachers' Retirement Board approves your application, you would be restored to active service as of the date that your employer elects in Part B. You would resume your status in your previous tier, and TRS would stop your retirement allowance payments under the Qualified Pension Plan (QPP). However, if you are receiving monthly annuity payments under the Tax-Deferred Annuity (TDA) Program, those payments would continue; in this case, you would be eligible to open a new TDA account once you are restored to active service.

In Part A: All information must be provided.

In Part B: An authorized personnel officer of your prospective employer (*i.e.*, the Department of Education or City University of New York) must complete and sign this section. Otherwise, your application for restoration to active service would not be presented to the Teachers' Retirement Board for approval.

In Part C: This section concerns your retirement allowance under the QPP and must be completed by members who retired under one of the following options: Option II, III, IV-2, IV-3, IV-4, or IV-a (Tiers I/II); or Option 1, 2, 5-1, or 5-2 (Tiers III/IV).

If you retired under one of the options listed above, you must indicate whether your beneficiary is still alive as of the date that you file this application. If the beneficiary is still alive, TRS would notify him/her of your application for restoration.

In Part D: You must sign and date this application.

In Part E: You must have this application notarized.

RESTORATION RULES

- If you anticipate that your active service subsequent to restoration will exceed one month, you must file a new enrollment application and designation-of-beneficiary form(s) with TRS upon approval for restoration.
- Any QPP retirement allowance check(s) disbursed to you subsequent to the month of your restoration must be returned to TRS' Retirement Payroll Division for redeposit into your TRS account(s).
- If the above payment(s) was credited to you through Electronic Fund Transfer (EFT), the money must be refunded by check or money order for the equivalent amount(s), made payable to "The Comptroller of the City of New York, Custodian of TRS Funds." Please send your payment(s) to TRS at the above address, to the attention of the General Accounting Division.
- TRS cannot process this application unless the above amounts are repaid. You will receive a separate payment for the period from the first day of the month of your restoration through the date of restoration.
- Once this application is processed and approved, TRS will send you a letter informing you that you have been restored to active service.

SUBSEQUENT RETIREMENTS

If you are restored to active service and later want to apply for service retirement, you must file a new service retirement application with TRS. TRS must receive the application at least one day prior to your new effective retirement date.

- Tier I members must complete at least four years of credited service following restoration to effect a recalculation of their retirement allowance. Members who do not meet the minimum requirement of post-restoration service would receive credit for their service; however, their retirement allowance would be based on the same salary used to calculate their previous retirement allowance.
- Tier II members must complete at least five years of credited service following restoration to effect a recalculation of their retirement allowance. For members who complete less than five years of credited service, their retirement allowance would be recalculated to take into account any additional contributions made during this period, and they would receive credit for their additional service.
- Tiers III/IV members must complete at least five years of credited service following restoration to effect a recalculation of their retirement allowance. Members who do not meet the minimum requirement of post-restoration service would receive credit for their service; however, their retirement allowance would be based on the same salary used to calculate their previous retirement allowance.

**APPLICATION FOR RESTORATION
FROM SERVICE RETIREMENT**



TEACHERS' RETIREMENT SYSTEM
OF THE CITY OF NEW YORK (TRS)
55 Water Street, New York, NY 10041
www.trsnyc.org • 1 (888) 8-NYC-TRS

Please read the instructions before completing this application.

(NOTE: Please print in black or blue ink, and initial any changes that you make on this application.)

PART A: All information must be provided.

First Name	MI	Last Name	Social Security Number (last 4 digits only)
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> - <input type="text"/> <input type="text"/> - <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
Permanent Home Address	Apt. No.		TRS Retirement Number
<input type="text"/>	<input type="text"/>		<input type="text"/>
City	State	Zip Code	Primary Phone Number (Check one: <input type="checkbox"/> Home <input type="checkbox"/> Work <input type="checkbox"/> Mobile)
<input type="text"/>	<input type="text"/>	<input type="text"/>	(<input type="text"/> <input type="text"/> <input type="text"/>) <input type="text"/> <input type="text"/> <input type="text"/> - <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
			Alternate Phone Number (Check one: <input type="checkbox"/> Home <input type="checkbox"/> Work <input type="checkbox"/> Mobile)
			(<input type="text"/> <input type="text"/> <input type="text"/>) <input type="text"/> <input type="text"/> <input type="text"/> - <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>

Please keep your personal information with TRS up to date. We will update our records based on the information you provide above, so *do not enter a temporary address*; instead, TRS suggests that you consult the U.S. Postal Service about having your mail forwarded on a temporary basis. To register any changes to your permanent address (and/or phone number), please access our website or file a "Member's Change of Address Form" (code DM13) with TRS.

If you are providing new information above, please indicate the effective date: / /

PART B: This part must be completed and signed by a personnel officer of your prospective employer (*i.e.*, the Department of Education or City University of New York).

_____ has met the requirements of the Department of
(Applicant's Name)
Education or City University of New York in order to be reinstated to active service. The Department of Education or City University of
New York will appoint this TRS member to active service effective _____, provided the Teachers'
(Month/Day/Year)
Retirement Board approves his/her restoration to active service from service retirement.

NAME _____ TITLE _____

ORGANIZATION _____

SIGNATURE _____ DATE (M/D/Y) _____

- Option II, III, IV-2, IV-3, IV-4, or IV-a (Tiers I/II); or
- Option 1, 2, 5-1, or 5-2 (Tiers III/IV).

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In accordance with the provisions of the laws governing TRS, I hereby apply for restoration to active service from service retirement.

MEMBER'S SIGNATURE _____ DATE (M/D/Y) _____

State of _____)
) s.s.:
County of _____)

Signature: _____

Official Title: _____

Expiration Date of Commission: _____