

NOTICE OF INTENT TO RETIRE

Eastern Michigan University
140 McKenny Hall
Ypsilanti, Michigan 48197

I plan to retire effective: _____ My last day of employment will be _____.

I understand that I must contact the State of Michigan Public School Employee Retirement System to apply for retirement.

<https://ssprd.state.mi.us/wss/security/login.do?method=showLogin&retirementSystemId=1030>

or http://www.michigan.gov/documents/R009C_128087_7.pdf

Name (printed)

Signature

E-Number or Social Security Number

Date Submitted

Street or Rural Address

Home Phone and Work Phone

City State Zip

Email Address

The Intent to Retire should normally be filed 60 days before termination for staff and prior to the end of winter semester for faculty, or as soon as possible if special circumstances are involved. This will allow for adequate workforce management.

Please contact MPSERS at (800) 381-5111 to obtain more information on applying for retirement.