

Retiring From UB

- Get an overview of the retirement process from the University at Buffalo**
 - Watch the on-demand [Planning for Retirement Information Session](#) *or*
 - Register for a [Planning for Retirement Information Session](#)
 - Review [Planning my State Retirement](#) on the Administrative Services Gateway
 - Contact Benefit Services with follow up questions by emailing ub-hr-benefits@buffalo.edu or by calling 716-645-7777

Estimating Your Retirement Income

- Contact your retirement system for income estimates**
 - New York State and Local Retirement System Enrollees (NYSLRS)**
 - ✓ *Employees' Retirement System (ERS)*
 - ✓ *Police and Fire Retirement System (PFRS)*
 - Review [NYSLRS retirement planning steps](#)
 - [Estimate your pension](#) online
 - [Contact NYSLRS](#) to schedule a consultation
 - New York State Teachers' Retirement System Enrollees (NYSTRS)**
 - Review [NYSTRS retirement planning steps](#)
 - [Estimate your pension](#) online
 - [Contact NYSTRS](#) to schedule a consultation
 - SUNY Optional Retirement Program (ORP)**
 - Contact your [investment advisor](#)

Understanding Retiree Health Insurance and Medicare

- Understand NYSHIP retiree health insurance**
 - Read your New York State Health Insurance program materials and check requirements for continuing your health insurance in retirement
 - ✓ Review NYSHIP [Planning for Retirement](#)
 - ✓ Review the NYSHIP [Benefits Checklist](#)
 - Look at NYSHIP health insurance costs
 - ✓ Review monthly NYSHIP [Rates and Information for Retirees](#)
 - ✓ Estimate your [monthly sick leave credit](#)
 - Understand Medicare Requirements for NYSHIP retirees
 - ✓ Review the [Medicare & NYSHIP](#) publication
 - ✓ Learn more about [Medicare](#)

Filing for Retirement

- Determine your date of retirement**
 - Contact your pension to determine your date and understand filing requirements
 - ✓ [NYS and Local Retirement System](#)
 - ✓ [NYS Teachers' Retirement System](#)
 - ✓ [SUNY Optional Retirement Program](#)
- Create your notice of retirement**
 - Contact Benefit Services at ub-hr-benefits@buffalo.edu or 716-645-7777 with your questions before filing your notice to retire
 - Use the [retirement notice template](#) and submit the final copy to your department and Benefit Services