



**MICHIGAN OFFICE OF
RETIREMENT SERVICES**

P.O. Box 30171 · Lansing, MI 48909-7671

www.michigan.gov/ors

Toll Free: 800-381-5111

Local: 517-284-4400

Fax: 517-284-4416

DATE

NAME

ADDRESS

CITY, STATE ZIP

Member ID:

Email Address:

Option to Participate in Retirement System No Longer Available

Dear *NAME*:

The deadline has passed for you to submit the required document(s) to prove your eligibility to establish membership in the Michigan Public School Employees' Retirement System or to add your community college employment to your public school retirement account.

Your documentation was due by **January 31, 2020, 5 p.m. EST.**

The Office of Retirement Services did not receive your documentation by the deadline. Therefore, the opportunity to determine if you're eligible to establish membership in the retirement system or to add unreported community college employment to your retirement account is no longer available.

Sincerely,

Customer Service
Michigan Office of Retirement Services
Big Plans. Small Steps.