



To: Chief School Administrators  
College & University Presidents  
District Contacts  
Employer Secure Area Contacts  
School Principals

## **Administrative Bulletin**

*Issue No. 2014-3*

*May 2014*

### **Summer 2014 Schedule of PREP Seminars**

No matter how far along you are in your career, careful financial and retirement planning are critical. NYSTRS' **Pension & Retirement Education Program (PREP)** is designed to help members of all ages accomplish that. Members can tailor PREP to fit their needs by staying for the entire seminar (from 8:30 a.m. - 3:30 p.m.) or just those modules that help them the most: NYSTRS benefits; financial planning; Social Security; estate planning; retirement—a new beginning; filing for retirement; and, retirement income.

PREP seminars are free, and sessions are held throughout the year across the state. Our summer 2014 PREP schedule is now available on the Retirement Planning > [PREP](#) page of our website at NYSTRS.org. Please forward this information to your staff as soon as possible so those wishing to attend can register before slots are filled. Instructions for making reservations, which will be accepted in the order they are received, are included on the schedule.

Please copy the schedule and post in locations frequented by your staff. A printable schedule is available in the electronic version of this Administrative Bulletin available on the Employers > [Administrative Bulletins](#) page of our website.

Thank you for your assistance in spreading the word about this important member program.



## Pension & Retirement Education Program (PREP)

No matter how far along you are in your career, careful financial and retirement planning are critical. A NYSTRS PREP seminar can help members of all ages. Tailor the program to fit your needs! Stay the full day or just attend the modules that help you most: NYSTRS benefits; financial planning; Social Security; estate planning; retirement—a new beginning; filing for retirement; and, retirement income. Seminars run 8:30 a.m. to 3:30 p.m.; registration begins at 8 a.m. There is no fee to attend and your spouse/companion is welcome to come along, but you must make a reservation in advance. (*Note: Seminars are not designed for one-on-one retirement counseling.*)

### Summer 2014 Schedule of PREP Seminars

Make reservations at [NYSTRS.org](http://NYSTRS.org) using your MyNYSTRS account (see the “My Tools” tab) or by calling (800) 348-7298, Ext. 6180, weekdays from 8:30 a.m. to 4:15 p.m.

<b>ALBANY</b> <b>July 24 (Thursday)</b> <b>August 26 (Tuesday)</b> NYSTRS Headquarters 10 Corporate Woods Drive Albany, NY 12211	<b>DUNKIRK</b> <b>July 22 (Tuesday)</b> Clarion Hotel and Marina 30 Lake Shore Drive East Dunkirk, NY 14048	<b>LAKE PLACID</b> <b>July 14 (Monday)</b> High Peaks Resort 2384 Saranac Avenue Lake Placid, NY 12946	<b>L.I.–RONKONKOMA</b> <b>July 16 (Wednesday)</b> <b>August 27 (Wednesday)</b> Courtyard by Marriott 5000 Express Drive South Ronkonkoma, NY 11779	<b>OWEGO</b> <b>August 7 (Thursday)</b> Owego Treadway Inn and Conference Center 1100 State Route 17C Owego, NY 13827
<b>ALEXANDRIA BAY</b> <b>August 5 (Tuesday)</b> Riveredge Resort Hotel 17 Holland Street Alexandria Bay, NY 13607	<b>FISHKILL</b> <b>August 12 (Tuesday)</b> Ramada 542 Route 9 Fishkill, NY 12524	<b>L.I.–MELVILLE</b> <b>July 29 (Tuesday)</b> <b>August 28 (Thursday)</b> Melville Marriott 1350 Old Walt Whitman Road Melville, NY 11747	<b>MIDDLETOWN</b> <b>July 31 (Thursday)</b> Holiday Inn 68 Crystal Run Road Middletown, NY 10941	<b>ROCHESTER</b> <b>July 9 (Wednesday)</b> <b>August 6 (Wednesday)</b> Rochester Marriott Airport Hotel 1890 Ridge Road West Rochester, NY 14615
<b>BUFFALO</b> <b>July 23 (Wednesday)</b> <b>August 19 (Tuesday)</b> Millennium Airport Hotel 2040 Walden Avenue Cheektowaga, NY 14225	<b>ITHACA</b> <b>August 20 (Wednesday)</b> Ramada 2310 North Triphammer Rd. Ithaca, NY 14850	<b>L.I.–PLAINVIEW</b> <b>July 17 (Thursday)</b> Residence Inn 9 Gerhard Road Plainview, NY 11803	<b>MOUNT KISCO</b> <b>July 30 (Wednesday)</b> <b>August 13 (Wednesday)</b> Holiday Inn 1 Holiday Inn Drive Mount Kisco, NY 10549	<b>SYRACUSE</b> <b>July 8 (Tuesday)</b> <b>August 21 (Thursday)</b> Holiday Inn 441 Electronics Parkway Liverpool, NY 13088

**RESERVATIONS:** When calling, you must provide your EmplID or Social Security number, address, and home phone number (and the same information for your spouse/companion if (s)he is a member and will attend too). Please bring your latest *Benefit Profile* with you to the seminar. *If you make a reservation but cannot attend, please call the number above to cancel, so we can offer this reservation to another member.*