



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

Administrative Bulletin

Issue No. 2015-3
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Summer 2015 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 2015 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 it 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.

Members interested in attending a benefits consultation can also do so year-round. At these one-on-one meetings, staff review the retirement process, explain payment options and provide members with benefit estimates for their target retirement dates. Our summer 2015 consultation schedule is now available on the Retirement Planning > [Benefits Consultations](#) page of our website.

Thank you for your assistance in spreading the word about these important member programs.

Administrative Bulletins dating from 2000 to the present are available on our website at [NYSTRS.org](#). Select the Employers tab and visit the [Administrative Bulletins](#) page.



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.; check in begins at 8 a.m. It's free and your spouse/companion can attend too, but you must make a reservation in advance. (*Note: Seminars are not designed for one-on-one retirement counseling, but you are able to schedule a benefits consultation year-round.*)

Summer 2015 Schedule of PREP Seminars

Make reservations at 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.

ALBANY July 21 (Tuesday) August 20 (Thursday) NYSTRS Headquarters 10 Corporate Woods Drive Albany, NY 12211	FISHKILL August 12 (Wednesday) Ramada 542 Route 9 Fishkill, NY 12524	L.I.–PLAINVIEW August 26 (Wednesday) Residence Inn 9 Gerhard Road Plainview, NY 11803	MOUNT KISCO July 14 (Tuesday) July 29 (Wednesday) Holiday Inn 1 Holiday Inn Drive Mount Kisco, NY 10549
ALEXANDRIA BAY August 4 (Tuesday) Riveredge Resort Hotel 17 Holland Street Alexandria Bay, NY 13607	ITHACA July 9 (Thursday) Ramada 2310 North Triphammer Rd. Ithaca, NY 14850	L.I.–RIVERHEAD August 25 (Tuesday) Hotel Indigo - East End 1830 West Main Street Riverhead, NY 11901	OWEGO August 19 (Wednesday) Owego Treadway Inn and Conference Center 1100 State Route 17C Owego, NY 13827
BUFFALO July 23 (Thursday) August 6 (Thursday) Millennium Airport Hotel 2040 Walden Avenue Cheektowaga, NY 14225	LAKE PLACID July 13 (Monday) High Peaks Resort 2384 Saranac Avenue Lake Placid, NY 12946	L.I.–RONKONKOMA July 15 (Wednesday) July 30 (Thursday) Courtyard by Marriott 5000 Express Drive South Ronkonkoma, NY 11779	ROCHESTER July 7 (Tuesday) August 5 (Wednesday) Holiday Inn Airport 911 Brooks Avenue Rochester, NY 14624
DUNKIRK July 22 (Wednesday) Clarion Hotel & Marina 30 Lake Shore Drive East Dunkirk, NY 14048	L.I.–MELVILLE July 16 (Thursday) August 11 (Tuesday) Melville Marriott 1350 Old Walt Whitman Rd. Melville, NY 11747	MIDDLETOWN July 28 (Tuesday) Holiday Inn 68 Crystal Run Road Middletown, NY 10941	SYRACUSE July 8 (Wednesday) August 18 (Tuesday) Holiday Inn 441 Electronics Parkway Liverpool, NY 13088

RESERVATIONS: We begin taking reservations for our three PREP schedules during the year in mid-September (fall), mid-December (winter-spring), and mid-May (summer). Seminars often fill up, so book early.

When calling, you must provide your EmplID or Social Security number, email 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 (or cancel using your MyNYSTRS account) so we can offer this reservation to another member.