



Happy New Year from NYSTRS

At NYSTRS, we pride ourselves on serving our nearly 455,000 members. As our valued partners, your work enables us to maintain accurate and timely information and helps us achieve our vision: To be the model for pension fund excellence and exceptional customer service.

Our sincere thanks for all that you do for NYSTRS and for our members.

Update 2024 Earnings After Retirement by March 31

All retiree earnings should be reported to NYSTRS either through regular payroll or using the Earnings After Retirement (EAR) feature in the [Employer Secure Area](#) (ESA).

Please note that this reporting is still required despite recent legislation suspending the cap on earnings after retirement through June 30, 2025 for retirees who return to work at a public school district or BOCES.

When to Report Earnings After Retirement Through Regular Payroll

Payments made to NYSTRS retirees through **regular payroll** must be included on your monthly report under NYSTRS Pay Type N: MTD Post-Retirement Pay and **should not be reported through the Earnings After Retirement section of ESA.**

If you have not been reporting these payments correctly, please notify your NYSTRS employer reporting contact.

When to Report Earnings After Retirement Through the ESA

For NYSTRS retirees working in your district and receiving compensation **from a source other than your regular payroll**, please use the Earnings After Retirement (EAR) feature in the ESA to enter, edit and certify earnings. This includes retirees paid through any of the following sources:

- From work as a consultant (whether or not a 1099-MISC was issued).
- By voucher.
- Through accounts payable.
- From other New York State funds, such as grants.
- Through a business entity (i.e., LLC, S corporation, partnership, etc.).
- Through a third-party vendor.

Earnings after retirement for the 2024 calendar year (Jan. 1 - Dec. 31) must be updated in ESA **no later than March 31, 2025**. For additional information, please refer to [Section 20: Earnings After Retirement](#) of our [Employer Manual](#). If you require assistance, please call our Retiree Services Unit at 800-348-7298, ext. 6150.

Deceased Member Notification and Deceased Member Report

It is important that employers promptly notify NYSTRS regarding the death of an active member or retiree. This ensures the payment of any death benefits to the individual's beneficiary or estate will be processed promptly.

To notify NYSTRS of a member or retiree death:

1. Log in to the [Employer Secure Area](#) (ESA).
2. Go to the Membership menu and select Deceased Member Notification.
3. Enter the member/retiree's Social Security Number (SSN), the first three letters of their first name, and the date of death.
4. Submit the information to view the corresponding member's name.

Occasionally, NYSTRS may be notified of a member's death even if the employer was not informed – in some cases, the employer administers the member's health insurance.

In these cases, employers should consult the Deceased Member Report, available under District Reports in the ESA. This report shows all deceased members and retirees included in your monthly reports during their last school year of working. Members remain on this list for 24 months after their death.

*These Reporting Tips are available on the [Employers/Reporting Tips](#) page at nystrs.org.
Contact us at 800-348-7298, ext. 6220 or employer@nystrs.org with any questions about the Tips.*