

## **RETIREMENT OFFICE INFORMATION WICHITA PUBLIC SCHOOLS EMPLOYEES**

**CONTACT: Leilani Hook, USD259 Retirement Specialist/KPERS Designated Agent**  
**Retirement Office, AEMAC Building/Risk Management, 7<sup>th</sup> Floor**  
**Contact: 316-973-4590, or email at [lhook@usd259.net](mailto:lhook@usd259.net)**

### **To change KPERS beneficiary:**

- Contact Risk Management at 973-4581 for beneficiary form or
- Print beneficiary form KPERS-7/99 from KPERS website.  
<http://www.kpers.org/FORMS.htm>
- Return form to the Retirement Office at AEMAC or mail to KPERS.

### **For a copy of your latest KPERS statement:**

- KPERS statements are issued in the spring and cover the period of time from your membership date until December 31 of the previous calendar year.
- If you can't locate your current KPERS statement, you can get a copy by contacting KPERS at (toll-free) 1-888-275-5737, or email [kpers@kpers.org](mailto:kpers@kpers.org).

### **For information about purchasing KPERS service:**

- You may be able to increase your retirement benefits and possibly retire earlier by purchasing additional public service credit from past employers. Contact the Retirement Office for information and forms for purchases, **or**
- Call KPERS at (toll free) 1-888-275-5737 for information about purchases.

### **For information about withdrawing your KPERS:**

- If you leave employment, you can apply to withdraw your contributions, plus interest after 30 days. Contact the Retirement Office for information and withdrawal form.

### **To apply for Retirement:**

- Contact the Retirement Office for information about applying for retirement. When you retire you will complete the district's PAR (Personnel Action Request) form and the district's early retirement "Bridge" forms, and sign papers for KPERS Retirement. ***It may be necessary to sign up by a specific date in order to qualify for retirement.***

**Contact the Retirement Office at least a year before retirement about dates that apply to you.**

### **Retirement Estimates**

- You can request estimates for both KPERS retirement and the WPS Early Retirement program (Bridge) from the Retirement Office.
- You may request a KPERS retirement estimate by contacting them at 1-888-275-5737, or email [kpers@kpers.org](mailto:kpers@kpers.org). KPERS *does not* have information about the "Bridge."