

APPLICATION:

You must complete a NDPERS Retirement Kit, and submit a copy of your birth certificate, and if married, your spouse's birth certificate, and marriage certificate in order to receive your benefits.

You may apply by contacting your agency's payroll office approximately 60 days before your last date of service. Your agency's payroll office must send in your termination information through Employer Self Service. Your NDPERS retirement effective date will be the first of the month following your last date of service or last date of pay, whichever is later. You can expect to receive your first benefit check the month following your effective date, providing that all the required information has been received and is complete. (See Benefit Payment Date section).

NDPERS must receive an application for retirement benefits and appropriate documentation at least 31 days before the distribution of the first retirement check. If documents are filed late, your payment may be DELAYED.

BENEFIT AMOUNT

Your NDPERS retirement benefit amount is based upon the following calculation:

$$\text{Final Average Salary} \times \text{Benefit Multiplier} \times \text{Years of Service Credit}$$

FINAL AVERAGE SALARY is the average of your highest salaries in 36 of the last 180 months you worked. Effective January 01, 2020, Final Average Salary is the higher of:

- (1) Your highest 36 salaries of the last 180 months worked on December 31, 2019. Or
- (2) Your average salary earned in the three highest periods of twelve consecutive months employed during the last 180 months of employment months without earnings are excluded for the purpose of computing an average.

BENEFIT MULTIPLIER is the rate established by the legislature at which you earn benefits and is currently:

Retirement Plan	Benefit Multiplier
Main	2.00% - (1.75% for new hires on or after January 01, 2020)
Public Safety	2.00% - (1.75% for new hires on or after January 01, 2020)
Judges	3.50% Multiplier percent of final average salary for the first ten (10) years 2.80% Multiplier percent of final average salary for the second ten (10) years 1.25% Multiplier percent of final average for each year of service over twenty (20) years
Highway Patrol	3.6% Multiplier for the first twenty-five (25) years 1.75% Multiplier for years above twenty-five (25)

Eligible **SERVICE CREDIT** is the amount of service you have accumulated under NDPERS for retirement purposes.

BENEFIT PAYMENT DATE:

The NDPERS retirement effective date is the first of the month following the date member leaves employment. Last day of employment may be any day of the month and after annual/sick leave used, if applicable. If you are on a delayed payroll, your effective date may be the first of the month following the date of your last check. The first payment will be issued the month following the

retirement effective date and will contain two months of benefits (the current month and the month following the last day of employment). If last day of employment is prior to the end of the month, member still receives a full month of service credit and retirement benefits are not prorated.

Please note that according to the North Dakota Administrative Code (NDAC) §71-02-04-02.1: The termination date for purposes of processing an application for retirement benefits must be the last date for which a member receives salary except for a member who is on an approved leave of absence. For members who are paid salary in any month following actual separation from employment when the salary is received after the normal processing date, the termination for the purpose of processing the application must be the same date as the date that the last paycheck was issued as salary.

If you deferred your benefits, your benefit effective date is the first day of the month following the month your application process has been completed.