



Benefits Alert

A Benefits News Bulletin from Human Resource Services

Planning Your Retirement Workshop

Human Resource Services has made arrangements for a California Public Employees' Retirement System (CalPERS) representative to conduct a 'Planning your Retirement' workshop for Cal Poly Pomona employees. The workshop presentation is for two and one-half hours on the CalPERS program. Subjects covered at the workshop include the following:

- How retirement benefits are calculated
- Benefit options available
- Taxability of benefits
- Post-retirement issues
- The retirement process
- CalPERS health benefits
- What to consider in deciding the best time to retire

CalPERS asks that all employees go to their website and complete the on-line registration process. Employees must complete this one-time registration process prior to **enrolling in this or future classes or workshops offered by CalPERS. To attend this and future CalPERS workshops, employees must enroll on-line.

Seating for this workshop is limited to fifty (50) employees. To ensure a spot, enroll on-line now!

Planning Your Retirement Workshop

Monday, November 1, 2010

9:00 AM – 11:30 AM

Heritage Conference Center, CLA Building 98, 8th floor

****Please see the reverse side for complete instructions on: (1) How to register with CalPERS and (2) How to enroll in CalPERS classes or workshops. If you are unable to register or need assistance in registering and/or enrolling in a class, please call CalPERS at (888) 225-7377.**

To track member education and to receive credit for attending educational workshops CalPERS is requiring that members (1) register on-line at the CalPERS website and (2) enroll on-line for classes/workshops presented and/or coordinated by CalPERS.

To enroll for a class/workshop you must **first register** with CalPERS for on-line access by visiting their website at www.calpers.ca.gov and clicking on “**Register Now**”. You need to register only once. To register you will need a user ID and a six digit numeric password. Follow the prompts and directions provided on-line by CalPERS.

Once registered, you may enroll in a class/workshop by using the following steps:

1. Log into CalPERS on-line www.calpers.ca.gov
2. Access MY CalPERS and Log In (Using user ID and password)
3. My Education
4. Select a Class
5. Select **Glendale Regional Office** (Drop down arrow)
6. Check box: **Display classes sponsored by Employers**
7. Scroll down to select: **Planning Your Retirement** (Cal Poly Pomona)
8. Click on enroll, continue and complete with your personal information.

****As you go through the process if you are unable to register or need assistance in registering and/or enrolling in a class, please call CalPERS at (888) 225-7377.**

For workshop information, please contact Nancy Kitamura, Benefits Assistant, at nskitamura@csupomona.edu / (909) 869-3734 or Ghazala Khan, Benefits Analyst, at gk Khan@csupomona.edu / (909) 869-3735.