

Preparing for Retirement

TRS website, <https://trs.ky.gov/>

Ready Set Retire Webinar

This webinar covers retirement eligibility and the how to complete a service retirement application using the Pathway member self-service portal.

[Ready Set Retire](#)

Completing Your TRS Service Retirement Application

What should I do first?

First, members who are [approaching or are eligible for retirement](#) should contact TRS and request the Application for Service Retirement (F-23) form or fill it out online using the [Pathway member self-service portal](#).

Required Documents

In addition to the Service Retirement application, the following documents must accompany your application or be on file in the TRS office prior to your retirement.

For everyone

Photocopy of your official, certified Department of Vital Statistics birth certificate (not the ceremonial hospital certificate)

- Photocopy of your Social Security card bearing the seal of the Social Security Administration and signed by you
- Photocopy of your official, certified marriage license (in Kentucky, filed with and available from the county clerk where the marriage was performed)

For those choosing a [survivorship option](#)

- Photocopy of the beneficiary's official, certified Department of Vital Statistics birth certificate (not the ceremonial hospital certificate)
- Photocopy of the beneficiary's Social Security card bearing the seal of the Social Security Administration and signed by the beneficiary