

CLASSIFIED RETIREMENT PROCESS

Classified Employees may retire from KPERS anytime during the year on the first of any month in which they have not worked. They must complete a [Resignation-Retirement-LOA Form](#) and return it to their Administrator\Supervisor and copy HR. This is the only document that the district needs from you.

You will need to complete the application for [KPERS Retirement Benefits](#) and submit to KPERS 90-30 days prior to your retirement date.