



# Active members: Your guide to your pension

September 2012



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# Contents

When can I retire?.....	4
Doing the sums.....	5
Service and part-time salaries .....	6
How much will I pay in to my pension? .....	7
Pay more to get more.....	8
Significant others.....	10
Family benefits.....	11
Childrens' Pensions.....	12
Death grant and short term pensions .....	13
Leaving teaching before your normal pension age .....	14
Part-timer? .....	15
If you're off work .....	16
Ill health.....	17
Divorce and dissolution .....	18
Any questions or complaints? .....	19

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# Introduction

If you're an active member, this is the pension guide for you. Why? Because a) lots of working teachers still don't feel they understand everything they should do about their pension. And b) because your pension is an incredibly important part of your remuneration package – and is likely to become even more so the nearer you get to retirement.

When you consider that you and your employer may have been paying into your pension since you started teaching, maybe it's time for a bit of a catch-up.

That's what this guide to your pension is all about. Whatever your level of knowledge, you'll find something useful in it.

# When can I retire?

## It all depends when you started your pensionable career.

If you've only been a member of the Teachers' Pension Scheme since 1 January 2007 you will have a Normal Pension Age (NPA) of 65.

However, if you were a member of the Teachers' Pension Scheme (or its equivalent in Scotland or Northern Ireland) before 1 January 2007, then things are different. Your normal pension age will be 60 – provided you haven't had a break in service of more than five years.

### But I had a break.

If you had a break of more than five years, your NPA remains at 60 for service up to the end of the break in service. But it will be 65 for any future service. In pension terms you'll be classed as a 'member with mixed service'.

The Teachers' Pension Scheme is for teachers in England & Wales and as we've already mentioned, there are equivalent pension schemes for teachers in Scotland and Northern Ireland. Membership of these schemes can affect your NPA in the Teachers' Pension Scheme. So if you've taught in Scotland or Northern Ireland without a break of more than five years, get in contact with us using the details at the back of this guide. That way all your service might allow you to retain an NPA of 60.

Please note that a period of less than 60 days qualifying service or 30 days reckonable service in any period of 365 days will not be counted for the purposes of maintaining a normal pension age of 60.

### Actuarially adjusted retirement:

if you want to leave teaching early and start to claim your pension – you can from the age of 55, but you will receive reduced benefits because you take it before your NPA.

**Phased retirement:** allowing you to combine your pension with more flexible working arrangements.

**Premature retirement:** granted on grounds of redundancy or efficiency at the discretion of your employers.

**Ill health retirement** – If you're on long term sick leave you may be entitled to ill health benefits.

For full details of your retirement options, visit our website [www.teacherspensions.co.uk](http://www.teacherspensions.co.uk) or see our Planning for retirement guide.

# Doing the sums

## Your average salary is important because it's used to calculate your final pension.

How is it calculated? It's whichever is the highest of the following:

- The pensionable salary you received in the last 365 days before retirement.
- The average of the best three consecutive years' salaries (revalued to take account of inflation) during the 10 years prior to leaving service.

## Lump sums are tax free!

You won't pay tax on any lump sum you get from the Teacher's Pension Scheme. You don't need to be an accountant to see how that could be a good thing.

### Doing your sums.

If you want to see how much your benefits could be worth, visit our website and use our calculators to get results based on your own, individual circumstances.

We're not qualified to give you financial advice, so you may want to consult someone who is.

## Pension benefits if your normal pension age is 60.

If you were a member of the pension scheme before 1 January 2007 you can retire at 60. Your annual pension and lump sum is based on a combination of service and average salary.

### Here's how we calculate it:

$$\text{Pension} = \frac{\text{service} \times \text{average salary}}{80}$$

## Lump sums if you have a normal pension age of 60.

You're entitled to an automatic lump sum that is three times your annual pension. But if you want to, you can convert some of your pension to an extra lump sum.

### There's a formula for calculating the maximum additional lump sum:

$$\frac{\text{Annual pension} \times 33}{14}$$

So, if your pension is £15,000 a year, your automatic lump sum is £45,000. The maximum lump sum is... go on... work it out. You should get £35,357 (plus the £45,000).

If you do like the look of all that cash in our example, the pension you have left should be just over £12,000 a year.

## Pension benefits if your normal pension age is 65.

If you became a member of the scheme on or after 1 January 2007 you'll have a normal pension age of 65. You'll get an annual pension based on service and average salary.

### Here's how we calculate it:

$$\text{Pension} = \frac{\text{service} \times \text{average salary}}{60}$$

There is no automatic lump sum. But if you want to, you can convert some of your pension to a lump sum.

### And here's the formula for the maximum amount you can convert:

$$\frac{\text{Annual pension} \times 30}{7}$$

So, if your pension is £15,000 per year, your lump sum could be as much as £64,285. It's worth repeating that converting any part of your pension to a lump sum will reduce the value of your annual pension. The pension you have left should be just over £9,600 a year.

**For each £1 of pension converted there will be £12 of additional lump sum paid. HMRC allows a maximum of 25% of the value of your fund to be converted. You do not have to take the maximum additional lump sum, it's up to you to choose how much you want to take.**

# Service and part-time salaries

## Reckonable service is one of the key things when calculating your pension.

You can't accrue more than 365 days of service in each year. There is also a maximum of 45 years service overall.

If you work part-time, we compare the amount of salary received in a period of eligible part-time work with the equivalent annual full-time rate of salary to determine the amount of days worked.

### We calculate part-time service like this:

$$\frac{\text{Earnings in the period}}{\text{Annual Salary Rate}} \times 365$$

If you are in part-time pensionable employment, the whole period counts towards the qualifying periods. Only the days you work will count towards your benefits.

If you work half-time for one year, this counts as one year for qualification, but only six months for calculating your benefits.

## Multiple part-time work.

As long as your part-time teaching is classed as pensionable, then we'll treat it as such with any and all eligible employers you work for.

Here's what you should know about how we calculate your benefits:

- We add up all the different periods you've worked in order to obtain the total length of service and then use the full-time equivalent salaries of each post.
- We calculate an average of the full-time annual salaries. So if one of the rates for the post you're working in is substantially lower than the rest this will result in a lower average salary in the period of multiple employment.
- The total reckonable service that you build up through multiple part-time jobs cannot add up to more than a full-time post.
- If you're in pensionable employment and you want to claim retirement benefits, you'll have to stop all work before benefits can be paid.

## Full-time at the same time as part-time?

If you're working part-time while simultaneously holding a full-time job, then the regulations say that the part-time post can't be pensionable. Why? Because you can't accrue more than full-time service. Sorry.

## How part-time service qualifies you for benefits.

If you've completed two years' qualifying/pensionable service after 5 April 1988 (or five years' service at any time) then you'll qualify for retirement benefits. That's because the whole period of pensionable part-time service counts for qualification purposes, not just the time spent actually working.

## Annual Benefit Statements.

As a member, you'll get an annual benefit statement to keep you informed about your pension. Like any other financial statement, you should check the information and keep it safe for reference. This is especially important if you work part-time, or irregularly.

Here's what to do if you think your salary or service information may be incorrect or incomplete:

- Your first port of call should be your employer, as it's the information they provide that goes into your statement.
- However, if you have more than one employer, and you have queries, you need to get in touch with us first and we can provide a breakdown of your periods of multiple employment. Unlike your benefit statement which aggregates this information, we'll give you details of your individual employers and periods of employment. This way you can fully check your record and contact the relevant employer.

# How much will I pay in to my pension?

**Whether you're full-time or part-time, you'll pay a percentage of your gross full time equivalent salary into your pension each month.**

You'll get income tax relief on your contributions and your employer will deduct them automatically from your salary. They will then pay a further 14.1% directly into your pension each month.

The contribution rates are shown in the table below.

Like any financial transaction you make, it's important you're paying the correct amount. So check your payslips and if you think a mistake is being made, contact your employer immediately.

Lower salary	Higher Salary	Contribution Rate in 2012-13
	£14,999	6.4%
£15,000	£25,999	7.0%
£26,000	£31,999	7.3%
£32,000	£39,999	7.6%
£40,000	£74,999	8.0%
£75,000	£111,999	8.4%
£112,000		8.8%

## **Your Annual Benefit Statement.**

Each year we'll send you a statement showing what your benefits are currently worth. It's worth reading through this to check that it's accurate.



# Pay more to get more

## One way of increasing the retirement benefits for you and your family is by paying extra contributions.

Here are three ways you might want to do this:

- Buying Additional Pension on top of your normal Teachers' Pension Scheme contributions.
- Paying additional voluntary contributions (AVCs) through the Prudential.
- Paying into another registered pension scheme.

Before we take a closer look at these options there's something that's important to remember. Unless you're a financial whizz as well as a teacher, and are on first name terms with things like annual and lifetime allowances, personal tax relief and lump sums, it's a good idea to seek independent financial advice.

## Buying Additional Pension.

Up to the age of 65, you can buy an Additional Pension that is calculated separately from your main pension benefits. The cost depends on various aspects, such as your age and how much additional pension you want to receive. But it'll be index-linked both while you're working and after you retire.

Additional Pension can be bought in multiples of £250 up to a maximum £5,900 (2012/2013).

The maximum payment period is 20 years and must be completed before your retirement. If you have a normal pension age of 60 but are in pensionable employment beyond that, then you can purchase Additional Pension based on an NPA of 65.

You can buy Additional Pension for yourself or, you can buy one for you and your adult beneficiary.

There's a couple of easy ways you can buy Additional Pension:

- Have deductions made from your salary.
- Pay a one-off lump sum.

Just like your standard pension, some of your additional pension benefits you've chosen to pay for can also be taken as a lump sum. Once again, there's a maximum allowable lump sum figure but you're free to choose a lower amount.

## Here's how we calculate the maximum lump sum:

$$\frac{\text{Additional pension} \times 30}{7}$$

### For example:

Additional pension = £1,000 p.a.

### Calculation:

$$\frac{£1,000 \times 30}{7} = £4,285.71$$

### Conversion:

$$\frac{£4,285.71}{12} = £357.14$$

Maximum lump sum payable: = £4,285.71

### Residual Pension payable:

£642.86 p.a. (£1,000 – £357.14)

Purchasing additional pension could be a useful way to increase your benefits in the future. To work out how your additional pension could benefit you in the future, go to our website,

[www.teacherspensions.co.uk](http://www.teacherspensions.co.uk) and use our calculators. Please bear in mind that the calculators are a guide and should not be taken as a definitive illustration of your final pension. It might be worth talking to an independent advisor before making any decisions.

**Please be aware that the monthly deductions made to purchase additional pension may be reviewed and the monthly contribution rates amended.**



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### **Making Additional Voluntary Contributions (AVC) through the Prudential.**

You can pay AVCs to increase your benefits. We have an arrangement with Prudential regarding AVCs. They can administer and invest your AVCs on your behalf. Your employer will deduct the contributions from your salary and send them to Prudential. You should receive a benefit statement from them on an annual basis so you can see how your investments are performing.

You can contact Prudential at [www.pru.co.uk/teachers/](http://www.pru.co.uk/teachers/)

You can write to them at:

Prudential Life and Pensions  
Teachers' AVCs  
Craigforth  
Stirling FK9 4UE

### **Paying into another pension scheme.**

You're free to contribute to another pension scheme. The choice is all yours. All we'd say is seek independent financial advice.

### **A word about your Annual Allowance.**

There is a maximum amount that your pension is allowed to grow by each year, before being subject to a tax charge. This is called your Annual Allowance (AA). The AA for the tax year that started on 6 April 2011 is £50,000, but any unused allowance from the previous three years can be carried forward. We'll tell you if we think you've exceeded your AA in the Teachers' Pension Scheme. It's your responsibility to tell HM Revenue & Customs if you think you have exceeded the AA.

### **Let's talk Lifetime Allowance.**

This is the maximum amount of pension benefits that can be taken before a person becomes liable to a tax charge. From 6 April 2012 the LTA is £1.5 million we have to assess your benefits coming into payment against this figure. Pensions coming into payment are valued at £20 for every £1 of pension plus the value of any retirement lump sum.

The death grant and transfers to overseas schemes are also liable for this tax charge.

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**For more information about tax changes, please refer to HMRC's website - [www.hmrc.gov.uk](http://www.hmrc.gov.uk) or seek independent financial advice.**

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# Significant others

**It goes without saying that your pension isn't just about you. It's also about the people you love and care for.**

## **Partners.**

If you're married, your spouse may receive a pension when you pass away. The same goes if you're in a civil partnership. To nominate your partner so that they can benefit from your pension after your death, just download and complete the form from our website. Alternatively, you can talk to your employer who'll be able to help.

You'll need two or more years' service to qualify for partner benefits on death and for your nomination to succeed you'll need to satisfy some conditions.

- Have you lived with your partner in a permanent exclusive relationship for a minimum of two years?
- Have you both been legally free to marry or enter into a civil partnership for more than two years? In other words, has anything like a previous divorce or dissolution been finalised and over with for more than two years?
- Are you and your partner financially interdependent? This will be checked should you die but it typically means things like sharing bank accounts and a mortgage. Or you've named each other in your wills. Or you run a household together and share the spending.

## **Do you have any dependents?**

If you're not married or in a civil partnership, there may be other family members who can benefit from your pension after you die.

You must nominate them before you retire, you can choose one from this group:

- An unmarried or widowed parent.
- A step-parent.
- An unmarried brother or sister.

If you marry or register as a civil partner, their nomination ends. It also ends if they die, marry or otherwise stop being dependent on you.

## **What about your children?**

Your children, born during your lifetime or within 12 months of your death, may be eligible to the benefits from your pension. The same goes for children born to a previous partner, adopted children, and unadopted financially dependent children who are living as part of your family at the time of your death.

To be eligible, your children can't be married or in a civil partnership. They must also be:

- Under 17; or  
If over 17, have remained in full-time education, or been in training for a trade or profession for at least two years, without a break of more than one academic year, up to age 23 at the latest;
- Incapacitated and unable to earn a living due to ill health at the time of your death. (A doctor will need to confirm this, and we will need to know about any benefits they're receiving).

# Family benefits

**Benefits your family receives after your death are called family benefits. However your family's entitlement to benefits varies depending on your circumstances. In some cases you may wish to 'purchase service' to increase your family benefits. But before you do, let's see if you need to.**

## **Are you a married man?**

If you are, all your service from 1 April 1972 automatically counts for survivor benefits. If you marry after leaving pensionable employment, service is calculated from 6 April 1978.

## **Are you a married woman?**

If you are, all your service from 6 April 1988 automatically counts for family benefits. However, you can purchase service that was completed before April 1988 within six months of getting married, for the first time.

If you were on a break from service when you got married, you can purchase service when you return to teaching but you have to do it within six months of returning. Get in touch with us straight away if this applies to you.

## **Calculating pensions for surviving adults.**

Long-term pensions for adult survivors are paid at the rate of 1/160 of the final average salary for each year of your survivor benefits service.

So if all your service counts for survivor benefits, the pension will be half the pension you have earned up to the date of your death. If only part of your service is covered for survivor benefits, the pension will be less.

## **Marriage or Civil Partnership after retirement.**

If you're a man who marries after leaving teaching, only service from 6 April 1978 will count for a widow's pension. If you're a woman, only service from 6 April 1988 will count for a widower's pension. And if you leave pensionable employment and then register a civil partnership only service from 6 April 1988 will count for a civil partner's pension.

## **Have you registered a Civil Partnership?**

If so, all your service from 6 April 1988 automatically counts for family benefits. To purchase previous service for survivor benefits just apply to us within six months of registering your civil partnership.

If you registered a civil partnership while out of service, you can purchase service when you return to teaching but you have to apply to us within six months of returning.

## **Have you lived with your partner for more than two years?**

You can nominate your partner to receive family benefits after your death. You have to complete our nomination form. There are conditions attached, but if we accept your nomination, all your service from 1 January 2007 will count for family benefits.

You can purchase service before that date if you apply within six months of nominating your partner. You must tell us if your partnership ends. After your death we will check to ensure the nomination was still valid.

**It's important to keep your nomination up to date to ensure the right person gets your benefits when you die**

# Childrens' Pensions

## Child's pension

Child's pension where an adult pension is payable.

Children's pensions are based on all pensionable service under the TPS from 1 April 1972.

Where an adult pension is payable, the calculation of pension for one child is:

$$\text{Pension} = \frac{\text{average salary (at retirement)} \times \text{family benefit service}}{320}$$

For two children or more, the calculation is:

$$\text{Pension} = \frac{\text{average salary (at retirement)} \times \text{family benefit service}}{160}$$

The amount should be divided equally amongst however many children there are.

### Example 1:

When Bill died, his average salary (at retirement) was £15,000 and he had 20 years of family benefit service. Bill is survived by his spouse who is entitled to receive an adult pension and twin boys aged 12.

$$\text{Pension} = \frac{£15,000 \times 20}{160} = £1,875 \text{ per annum}$$

## Where no adult pension is payable

A higher rate of service may be applicable where no adult pension is payable. This rate will be determined at the time of death.

The calculation for one child is:

$$\text{Pension} = \frac{\text{average salary (at retirement)} \times \text{service}}{240}$$

The calculation of pension for two (or more) children is:

$$\text{Pension} = \frac{\text{average salary (at retirement)} \times \text{service}}{120}$$

The amount should be divided equally amongst however many children there are.

### Example 2:

When Mary died, her average salary (at retirement) was £18,000 and she had 15 years 243 days of service. Mary did not have a nominated partner when she passed away and is survived by a 14-year-old daughter.

$$\text{Pension} = \frac{£18,000 \times 15,666}{240} = £1,174.95 \text{ per annum}$$

# Death Grant and Short Term Pensions

## Short-term pensions

If you die in service – or within a year of leaving service (because of ill health) – your beneficiaries may be paid a short-term pension. This is the same as your pensionable pay at the time of your death.

Your employer usually pays it for three months from the day after your death. Your children may be paid a short-term pension for the same three months too. If there's no long-term pension payable to an adult beneficiary – but you have one or more eligible children, a short-term pension may be payable to them for six months.

## Death Grant

Your spouse, civil partner or surviving nominated partner will automatically receive your death grant unless you make a death grant nomination.

You can choose to nominate somebody to receive your death grant, but it's important to keep this up to date.

If there is no adult beneficiary or death grant nomination at the time of your death, the grant will be paid to your estate.

## Death in service.

There is an in-service lump sum death grant equal to three times your average salary.

However for it to be paid to you, one of the following needs to happen:

- You die while you are in pensionable employment.
- You die within 12 months of leaving pensionable employment due to ill-health and you're not entitled to retirement benefits.
- You die while you are paying current added years. These were arrangements that allowed members who had left teaching to continue contributing to the TPS by paying both their share and the employer's share of contributions. These arrangements have been withdrawn, but existing elections are being honoured.
- You die while serving in a reserve force.
- You die during non-pensionable family leave.

There is no minimum qualifying period for an in-service death grant.

## Death out of service.

If you have two years of pensionable employment – and you die after leaving pensionable employment – your death grant will be either of these:

- Your retirement lump sum accrued to date.
- Your pension contributions plus interest of 3% if there is no adult pension payable.

However, if you have less than two years of pensionable employment, your beneficiaries would receive your pension contributions plus interest at 3%.

## Death and additional pension contributions.

If you start purchasing additional pension – and die within 12 months – your contributions will be returned.

If you die more than 12 months after the start date of purchasing both personal and dependant's additional pension, your dependant will receive an additional pension of 50% of the indexed amount, plus any other Teachers' Pension Scheme benefits.

# Leaving teaching before your normal pension age?

**Pension-wise these are your options:**

**If you have service on or after 30 March 2000, you can claim your retirement benefits from age 55.**

However, there will be an 'actuarial adjustment' which basically means you won't get as much as if you'd retired at your NPA.

**If you leave teaching** you can leave your pension benefits in the scheme. All periods of reckonable service are added together and used to qualify for benefits, so if you haven't qualified when you leave, you can qualify later if you return to teaching. 'Deferred benefits', as these are called, are index-linked.

**If you join another pension scheme** and you want to transfer your pension rights you must apply before your NPA. You can only transfer them if the new scheme will accept a transfer and satisfies HMRC requirements.

**If you've been out of pensionable employment** for a month and haven't qualified for benefits,

you can take a repayment of contributions, less some deductions. If you're a pensioner who's been re-employed and you don't qualify for further benefits, the repayment will be converted to a short service annuity.

**It's important to know that if you return to the scheme after a break of more than five years, your future service will have an NPA of 65.**

**You'll accrue pension at 1/60th for each year of that service.**

# Part-timer?

**The key thing to remember is that part-time teaching will only count towards your benefits if it is pensionable employment and you're paying contributions.**

Here are a few scenarios that could arise from part-time teaching:

## **If you started working part-time on or after 1 January 2007**

your service is automatically pensionable. Exceptions are:

- ~ if you opt out of the scheme
- ~ if you've already opted out of the scheme
- ~ if you're teaching full-time while working part-time elsewhere, in which case part-time service can't be pensionable

If you're working part time and you're not paying contributions, you might be building up a debt of arrears and interest.

**If you're teaching part time in a job that started before 1 January 2007** the service will only be pensionable if you've 'elected' for it to be so. If your contract changes on or after 1 January 2007 and you take up another part-time job, all your service will be treated as pensionable from the date of the change. (That's unless you opt out, of course). Finally, just so every eventuality is covered, if you leave a full-time teaching job while teaching part-time, the part-time post automatically becomes pensionable. Got all that?

**Remember, if you're not a member – and you want to join – you'll need to elect to do so. If you are already a member – but don't wish to be in the scheme – then you'll need to opt out.**

## **Part-time doesn't mean different.**

If you're a part-time teacher, the Teachers' Pension Scheme treats you in the same way as a full-time member.

- You accrue reckonable service (proportionately) which is used in the calculation of benefits.
- All your periods of reckonable service, both full and part-time, are added together when calculating if any benefits are due.

The calculation of benefits is based on your average salary, using full time equivalent salary rates and your reckonable service.

**Given the permutations you can see why you should always confirm your pension arrangements with your employer/s whenever your contract changes or you start or leave a job. Let them know whether you want to be a member of the pension scheme or not.**



# If you're off work

## **Families:**

Congratulations. Whether you're a mum or a dad, if you're receiving contractual or statutory pay during your Maternity or Paternity leave, then your pensionable service will continue. This applies if you're adopting too. Your contributions will be based on the pay you get while you're on leave. If you're not receiving any pay however, it means you're no longer in pensionable employment.

## **Ill health benefits while you're in work.**

If you're ill, you may have to stop working even if you haven't reached retirement age. But before this happens, your employer and their occupational health advisors should look at ways of helping you stay in, or return to, work – perhaps through redeployment, part-time working, or other workplace adjustments. If these measures fail then ill health retirement may be appropriate.

These are the next steps:

- To apply for ill health benefits you and your employer's occupational health advisor, along with your medical practitioner, need to provide detailed medical evidence and complete the application forms.
- You and/or your employer will have to cover the cost of providing the medical evidence.
- You should get the two application forms from your employer. One form is for you to complete with them. The other form is to accompany the detailed medical evidence supporting your application. Both forms should be returned to us by your employer at the same time.

## **Applying for ill health benefits when you're no longer working.**

If you're no longer teaching you can download the two application forms you need from our website. You'll then need to return both forms to us along with the detailed medical evidence supporting your application.

- If you left pensionable teaching within 12 months of submitting your application, the medical sections of your form must be completed by your ex-employer.
- If you're not in pensionable employment, you will have to pay for any costs incurred in providing medical evidence yourself.

# Ill health

## **In service ill health benefits come in two different types:**

### **• Permanently can't teach but can do other work?**

If you are assessed as being permanently unable to teach but can do other work up to your normal pension age, you may be eligible for benefits, which are based on your accrued reckonable service.

- ### **• Permanently can't teach and can't do any other work?**
- If you are assessed as being both totally unable to teach or take up gainful employment, you may be eligible for enhanced (or Total Incapacity) benefits. This is in addition to the benefits based on your accrued reckonable service.

## **Out of service ill health benefits**

If when you make your application, you are not in pensionable employment, and not on sickness absence, maternity, paternity or parental or adoption leave, you must satisfy the criteria for enhanced benefits in order to obtain accrued benefits but your benefits will not be topped up.

Here's what you should know about enhancement:

- This is on top of your standard benefits.
- The maximum amount of enhancement you could get is half the service you could have completed before your normal pensionable age.

If you've been barred from teaching and you apply for your ill health benefits, your case will be reviewed to determine whether benefits can be granted. If you're under investigation for misconduct but are not subsequently barred from teaching, your application will be backdated if it's accepted. Lastly, if you've already been awarded premature or actuarially adjusted retirement benefits you can't normally obtain ill health benefits.

## **Terminal illness.**

If you have a life expectancy of less than a year, your ill health pension may be fully converted to a lump sum payment. However, you have to ask for this when you apply for ill health benefits because a pension can't be converted to a lump sum once it has come into payment. The lump sum payment will be approximately five times the annual pension. We will automatically convert the maximum amount of pension to lump sum.

## **The short-service serious ill health grant.**

This is if you've less than a year to live but haven't been in service long enough to qualify for ill health benefits (two years). If you have at least one year of pensionable employment, you may receive a short service ill health grant. The grant is 1/12 of your final average salary for the length of your reckonable service (years and days).

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# Divorce or dissolution

If you and your spouse or civil partner decide to legally end your relationship, you may need to request information on the value of your pension. This is to allow the courts to consider whether or not your pension should be shared with your partner, and by how much.

You can ask us to calculate a Cash Equivalent Transfer Value (CETV) representing the cash value of the benefits you've accrued in the scheme, including your pension, lump sum and dependant's pension. The court may award a percentage of this CETV to your ex-spouse or ex-civil partner, giving them pension benefits based upon the amount awarded by the court.

If you receive a pension sharing order, your pension benefits will be reduced to take this into account. Your ex-spouse or civil partner will become a credit member of the pension scheme.

Here are some other things you should know:

- Provided you have not already taken benefits, a lump sum may be payable to the credit member.
- If your pension credit rights included any service on or after 1 January 2007, the credit member may opt to take a higher lump sum and lower pension.
- If you have service on or after 30 March 2000, the credit member may apply from age 55, for Actuarially Adjusted Benefits.



## Any questions or complaints?



That's it, you're now up to speed with the basics about your pension. If you want to find out more, there are a few easy ways to go about it. You can go online and check out our website. Or get hold of one of the other guides we've produced. Or simply speak to the person whose job it is to administer your pension.

Finally, if you have any complaints, or if you're not happy with how we've dealt with something, please let us know.

Our complaints and appeals procedure contains details or the two stage Internal Disputes Resolution procedure and other addresses which you may find useful. You'll find this on our website.

**Visit us at:**

[www.teacherspensions.co.uk](http://www.teacherspensions.co.uk)

**Call us on:**

08456 066 166  
Monday–Friday, 8.30am–6.00pm

**Write to us at:**

Teachers' Pensions  
Mowden Hall  
Darlington, DL3 9EE

Teachers' Pensions isn't authorised to provide financial advice. We recommend you seek independent financial advice before making any decisions about your pension.

If there is any difference between the legislation governing the Teachers' Pension Scheme and the information contained in this guide, the legislation will apply. The information contained in this guide is correct at the time of press, but may be subject to change.