



Per instructions from TRS, the Membership/Beneficiary Form only needs to be completed and submitted one time within the state of Illinois. If you have already completed and submitted this form for a TRS eligible position in another school district, you do not have to re-submit one at this time.

If you have never completed an Illinois Teachers Retirement Form, you will need to do so. The form is available at https://www.trsil.org/sites/default/files/documents/mibd_0.pdf. From there, you may enter all your information and print the form. Your signature is required on this form. Once signed, you may scan and send as an attachment to members@trsil.org or mail to the following address:

Teacher's Retirement System
2815 West Washington Street
Springfield, Illinois 62794-9253

TRS Monies will be deducted from your upcoming paychecks. If you do not submit this form to TRS, the state will not be able to credit these deductions to your retirement account.

Please mark the appropriate line and return with your new hire paperwork.

Name: _____

_____ I am already enrolled in the Teacher's Retirement System of Illinois and am making no changes.

_____ Enrollment Date into TRS

_____ I have completed and mailed/mailed the Enrollment/Beneficiary Form to TRS.