

<p>Does the Pension Unit provide advice in relation to the options available to a teacher considering retirement?</p>	<p>Pension Unit provides both generic and personalised pension information to members on request. However members may also wish to obtain independent financial advice on which option best suits their particular situation.</p>
<p>How quickly does the Pension Unit process a retirement application?</p>	<p>Pension Unit aim to have retirement benefits paid to the nominated bank account within twelve weeks of the date of retirement provided all relevant information is received. It should be noted that maximum processing time is twelve weeks, however Pension Unit routinely pay benefits within a shorter timeframe.</p>
<p>If a potential retiree is identified will an application be processed at that point?</p>	<p>It also should be noted that those staff intending to retire must submit their application for retirement benefits in the normal manner and as soon as is possible, no action will be taken by the Department in regard to their pay or pension until such time as the formal application is received. Pension Unit requests that retirement applications are submitted by retirees at least three months in advance of their planned retirement date.</p>
<p>In order to begin processing a retirement application what does the retiree have to submit to the Pension Unit? Is there a particular form required? Where to access?</p>	<p>An applicant can download a retirement application from the Department website or can be sought from Pension Unit. (https://www.education.ie/en/Circulars-and-Forms/Popular-forms/pension-application-form-ret-p1.pdf)</p>
<p>What obligation does a school have in relation to this correspondence from the Pension Unit? Deadline?</p>	<p>Schools are requested to cooperate with this exercise by the deadline of 26th March. The benefits and purpose of the exercise is outlined in the correspondence to all school leaders.</p>
<p>Are there any exceptional circumstances where the 3 month processing period may be shortened?</p>	<p>Pension Unit routinely pay benefits within a shorter timeframe. Pension applications are processed in order of the date of receipt of formal applications. Certain applications can be afforded priority dependant on the circumstances of the applicant e.g. ill health.</p>