

OPEN A MYTRS ACCOUNT IN SIX EASY STEPS

This is an instructional video showing how to open a MyTRS Account in six easy steps. MyTRS is the online access portion of the TRS website. When you register for MyTRS, you create your own unique User ID and password. You can use MyTRS to help plan for retirement, keep track of your personal account, and access important announcements and other communications from TRS. MyTRS is available to eligible TRS members and annuitants who have completed the registration process.

Open a MyTRS Account in Six Easy Steps

TOM GUERIN: Hello, my name is Tom Guerin. I'm the manager of the Benefit Counseling Department here at the Teacher Retirement System of Texas.

In this presentation, I'll show you how to open a *MyTRS* account in a few easy steps and review some of the many benefits you'll receive once you have registered.

MyTRS is the secure online access portion of the TRS website where you can view your current account information, obtain retirement estimates, sign up for e-mail subscriptions, print copies of important documents such as your statement of account or 1099 form, and much more.

How do you register for MyTRS?

First, on the homepage of the TRS website www.trs.state.tx.us, click on the "MyTRS LOGIN" button.

Second, select the "Register Now" link.

Third, read the instructions, click continue, then read the "MyTRS Security Agreement." Then click "I agree" to accept the agreement.

Fourth, enter the information requested and click continue.

Fifth, create your own unique User ID and password. This will be the User ID and password you will use for future visits to *MyTRS*.

Sixth, follow the remaining instructions to complete the registration process.

NOTE: Please allow one business day after registering for MyTRS to view and print TRS forms specific to your account.

Active Member Benefits

Once you have registered for a *MyTRS* User ID and password, active members can accomplish many things on the *MyTRS* website including view personal information, annual statements and account balances, plus much, much more.

Retiree and Beneficiary Benefits

Retirees and beneficiaries receiving a monthly annuity payment can view personal information, download 1099-R forms and view current income tax withholding choices plus much, much more.

Note: You may print anything that is available for you to view.

Also, when creating your account, you can sign up for *MyTRS* e-mail subscriptions and receive publications and important information through e-mail.

This not only ensures that you get information more quickly and easily, it also reduces your pension funds' printing and mailing costs and lessens harmful impacts to the environment.

If you have been unsuccessful in registering for *MyTRS*, it may be because you are no longer a TRS participant. If you have terminated your account by withdrawing your contributions or you are no longer receiving a monthly annuity payment, you will not be able to register for *MyTRS*. However, if you are still an active member or are receiving a monthly annuity and you are having difficulty registering, please contact TRS at one, eight-eight-eight, eight-three-nine, twenty-seven-o-four for assistance.

For additional information please visit the TRS website and review the *MyTRS* FAQs. To locate these FAQs, select "TRS FAQs" from the "Resources" section of the homepage. Then select *MyTRS* from the list of FAQ topics.

Want to get the latest TRS news and events? It's easy! Join TRS' social media online community.

"Like us" on Facebook.

Watch us on Youtube.

Follow us on Twitter and LinkedIn.

Thank you for registering for *MyTRS*.