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Employer forms



The forms, guides and leaflets below are provided in Portable Document Format (PDF). To view PDF files, you need Adobe Reader. The program is available for free if you don't already have it.

We're aware of an issue which means our PDF forms aren't displaying properly when being viewed on particular web browsers. Please see our [news story](#) for advice on how to complete the forms.

Form	Description
Election to join the Teachers' Pension Scheme (PDF, 333 KB)	If a member opted out of the Scheme and now wishes to rejoin, they need to complete this form and return it to us.
Premature retirement (PDF, 684 KB)	Premature retirement is granted at the discretion of employers. Should you wish to grant premature retirement to a member, please ask them to complete this form and return it to you.
Teacher death - Service and Salary Information (PDF, 346 KB)	Use this form to let us know the last service and salary information of members who died whilst in service or within 12 months of leaving service.
Payroll Provider delegation form (XLSX, 25 KB)	This form is required grant a payroll provider access to the Employer Portal. You must include information for all of the employers you will be acting on behalf of.

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Related Information

- [Employer Factsheets](#)
- [Employer FAQs](#)
- [How to Guides](#)

Latest News

The latest policy updates and announcements about the scheme and the news that affects it:

- [Important information about Additional Voluntary Contributions](#)
- [End of Year Certificate](#)
- [Missing service](#)
- [More News](#)

Forms

Looking for a Form? Our forms page has everything you'll need to get started.

[Forms](#)

Calculators

See how members pensions are built and explore the available options.

[Calculators](#)

FAQ's

Find the answers with our range of Frequently Asked Questions.

[FAQs](#)

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