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We're experiencing high levels of contact, we appreciate your patience at this time.

Managing your pension forms



Here you'll find online and downloadable forms about managing your pension.

Armed Forces Reservist: Election for the payment of contributions during an absence from pension employment

Complete this form to apply for additional pension contributions whilst taking an absence from your pensionable teaching employment.

To apply you'll need to download the form (PDF, 289 KB) (This link opens in a new window), print it, and send it to the address on the form.

Certificate of Re-employment

You need to complete this form every year if you return to pensionable employment after claiming your pension.

Complete this form online.

To apply by post you'll need to download the form (PDF, 437 KB) (This link opens in a new window), print it, and send it to the address on the form.

Lifetime Allowance (LTA) assessment form

There's a limit on the amount of benefits you can earn across all registered pension schemes. To check the latest limits, visit our updates page. Use this form if you think your pension benefits may exceed the Lifetime Allowance so we can check any tax is due.

To apply you'll need to download the form (PDF, 324 KB) (This link opens in a new window), print it, and send

it to the address on the form.

Reinstating contributions withdrawn before 1 June 1973

Use this form if you'd like to reinstate contributions withdrawn before 1 June 1973.

To apply you'll need to download the form (PDF, 427 KB) (This link opens in a new window), print it, and send it to the address on the form.

Annual Allowance Scheme Pays Election notice

This form should be used if you'd like the Teachers' Pension Scheme to pay an Annual Allowance charge because of your excess pension savings in the Scheme.

Complete this form online.

To apply by post you'll need to download the form (PDF, 262 KB) (This link opens in a new window), print it, and send it to the address on the form.

Flexibilities Application - Career Average Scheme

Use this form to increase your pension benefits including Additional Pension, Faster Accrual and Buy Out. If you're eligible to apply for Buy Out due to the rollback changes for Transitional Protection, please use the paper form.

Complete this form online.

To apply by post you'll need to download the form (PDF, 361 KB) (This link opens in a new window), print it, and send it to the address on the form.

Revoking Your Flexibilities

If you'd like to cancel one of your flexibilities complete this form.

To apply you'll need to download the form (PDF, 277 KB) (This link opens in a new window), print it, and send it to the address on the form.

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Related Information

- > Return to work
- Life events
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