



**NEW YORK STATE TEACHERS' RETIREMENT SYSTEM**  
 10 Corporate Woods Drive, Albany, NY 12211-2395  
 (800) 348-7298 or (518) 447-2900

OFFICE SERVICES ONLY

## MyNYSTRS ACCOUNT CONTACT INFORMATION

**INSTRUCTIONS:** Use this form to update your email address and phone number(s) to gain access to your MyNYSTRS account. Either print the blank form, fill it out and sign it; or fill it out online, print and sign it. Fax it to NYSTRS at (518) 447-4720 or mail it to the address above. The form will be processed within 5 business days. NYSTRS will notify you by email when the processing is complete so you may access your MyNYSTRS account. **This form must be signed to be valid.**

EmplID #

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Social Security Number

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First Name

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Last Name

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Email Address (Required to use MyNYSTRS)

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**At least one phone number is required to use MyNYSTRS:**

Phone Number

( 



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Home

Cell

Other

Phone Number

( 



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Home

Cell

Other

Phone Number

( 



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Home

Cell

Other

Date

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Month

Day

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SIGNATURE