



Fact Sheet for Members

What is *myVRS*?

myVRS is an online service for members of the Virginia Retirement System (VRS) available through the VRS Web site at www.varetire.org. Through *myVRS*, you can create an online account that provides you secure access to your current member information. You also can use the *myVRS* Benefit Estimator and *myVRS* Retirement Planner to plan your retirement.

Who can use *myVRS*?

- *Active members* covered under the Virginia Retirement System, including teachers, state employees and employees of political subdivisions that participate in VRS; eligible local hazardous duty employees; the State Police Officers' Retirement System; and the Virginia Law Officers' Retirement System. You are an active member if you are currently working in a VRS-covered position for a participating employer. Covered employment is any permanent, salaried position that provides VRS benefits.
- *Deferred members* covered under VRS, SPORS and VaLORS. You are a deferred member if you no longer work in a VRS-covered position but still have member contributions or service credit with VRS. You may be eligible for a retirement benefit if you meet age and service requirements.
- The *myVRS* system is not currently available to members who have previous or current service under the Judicial Retirement System. VRS looks forward to providing online services for these members in the future. The system is not available to beneficiaries of VRS members or those who took a refund of their VRS service and are no longer members.

What can I do on *myVRS*?

- View and download your Member Benefit Profile (MBP), your annual VRS benefits statement.
- Create future retirement benefit estimates using live data from your file.
- Simulate various retirement options to determine the best retirement option for you.
- Plug your estimates into the *myVRS* Retirement Planner.

- View your account information, including service and member contributions, purchase of prior service information, employment and compensation history and basic group life insurance coverage – all updated monthly.
- Correct or change your contact information, such as your address.
- Check the status of an application for retirement, purchase of prior service or a refund.

What about security and privacy?

VRS is committed to protecting the security and privacy of your information. We do not sell your information to anyone. Information is shared only with those authorized to administer benefits and services for VRS members, beneficiaries and retirees. Before you are allowed access to your information, your identity is authenticated through the online account creation process. You set up your own username and password, which you use each time you log into *myVRS*.

How do I access *myVRS*?

Go to the VRS Web site at www.varetire.org and select the *myVRS* logo from the “Member” tab. This will take you to the *myVRS* login page to create your online account. You will come back to this page each time you want to log into your online account.

What if I need assistance creating an account or using *myVRS*?

Get help online:

- Select “*myVRS* Help” from the upper right corner of the Welcome page or the bottom of any *myVRS* page for links to:
 - A downloadable version of the *myVRS* Users Guide.
 - Frequently Asked Questions (FAQs) and definitions for common terms.
 - Privacy, security and other policies.
 - Site requirements.
- When you are logged in, look in the upper right corner of each *myVRS* page for a link to “Explain this Page.” Selecting this link will open a separate window with information specific to the page you are viewing. You won’t lose your place or be logged off. You can view and print the information, and then close the window when you are finished.

Call or e-mail VRS:

Call VRS toll free at 1-888-VARETIR (827-3847) from 8:30 a.m. to 5:00 p.m., Monday through Friday. Or e-mail VRS at myvrs@varetire.org. You will receive a response within two business days. **IMPORTANT E-MAIL NOTICE:** To protect your identity, do not send confidential or personal information, such as your Social Security number, via e-mail even when you are logged into your online account. VRS will send only non-confidential replies.