



OFFICE OF HUMAN RESOURCES

[Click for PSC MEMBERS](#)

[Click for DC- 37 MEMBERS](#)

Dear Faculty and Staff,

We kindly ask that you take a few moments to review and update your beneficiary information.

Keeping this information current ensures that your benefits are distributed according to your wishes.

Changes in life circumstances—such as marriage, divorce, the birth of a child, or the loss of a loved one—are common reasons to revisit and update this information. Unfortunately, if no beneficiary is designated or if the information is outdated, it can complicate or delay the distribution of benefits in the event of your passing.

Even if you believe nothing has changed or you don't think an update is necessary, please complete and submit the form to confirm your current information is accurate.

- PSC-CUNY members: To update your beneficiary information, please complete the attached form and upload it to [Benefits Secure Transfer](#).
- DC-37 members: To update your beneficiary information, please complete the attached form and upload it to [Benefits Secure Transfer](#).
- Other union members should contact their union welfare funds to verify their beneficiaries.

At this time, you may also want to review and update your beneficiary information with your respected retirement and savings plans:

- TIAA members can update their beneficiaries online : [TIAA Online Access](#)
- TRS members can update their beneficiaries online: [TRS Member Login](#)
- NYCERS members can update their beneficiaries online : [NYCERS Portal Login](#)
- NYS Deferred Compensation Plan members can update their beneficiaries online: [Access My Plan](#)
- NYs 529 College Savings Program members can update their beneficiaries online: [Direct Plan Account](#)

- For supplemental benefits, such as life insurance, please contact:

Michelle Kennedy
NYSUT Member Benefits Coordinator
P: (914) 592-4411
E: michelle.kennedy@nysut.org

- **Lastly, please ensure your CUNYfirst account has your updated EMERGENCY CONTACT details by logging into [CUNYfirst](#), selecting Employee Self Service, Personal Details, and finally Emergency Contacts.**

Thank you for your attention to this important matter.

[CCNY Benefits Home Page](#)
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