

# COURSE OUTLINE

## NITP

National Institute of  
Transition Planning, Inc.

**TITLE:** Retirement Refresher

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**LENGTH:** 3 hours

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**AUDIENCE:** Federal Employees retiring within 1 year and have previously attended a Retirement Planning Seminar

This course is designed to provide the employee, who is within 1 year of retirement, a review of Federal Benefits options.

Topics include:

- Annuity Calculation
- How to Apply for Retirement
- Best Date to Retire
- Retirement Processing and Timeline
- Survivor Benefits Election
- COLAs
- Beneficiary Designations
- FEGLI and FEHB after Retirement
- Overview of Medicare Parts A & B
- Social Security – When and How to Apply
- Forms and Resources