



University of Missouri System

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The University of Missouri Pension Benefits Portal is an online tool that helps you estimate your pension benefit under the university's Retirement, Disability and Death (RDD) Benefit Plan and the defined benefit portion of the Employee Investment Retirement Plan (ERIP). Access the portal via myHR by following the steps in this document.

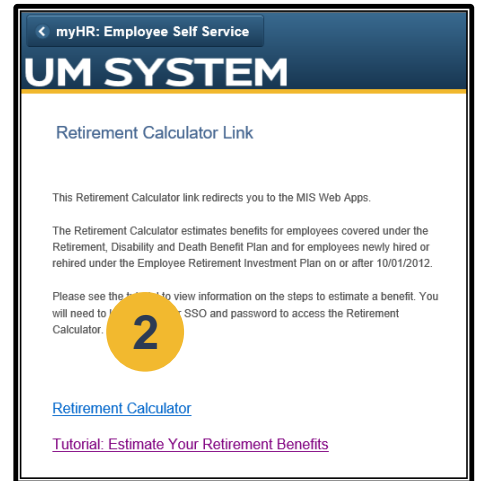
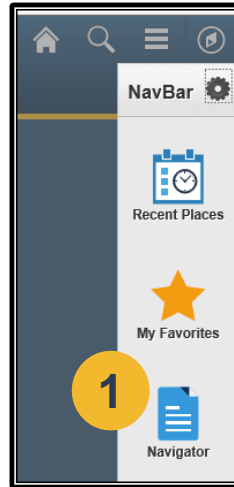
1. Log in to myHR (https://myhr.umsystem.edu)

Use your normal, single sign-on, university ID and password.

2. Navigate to the portal in one of two ways

Click the compass

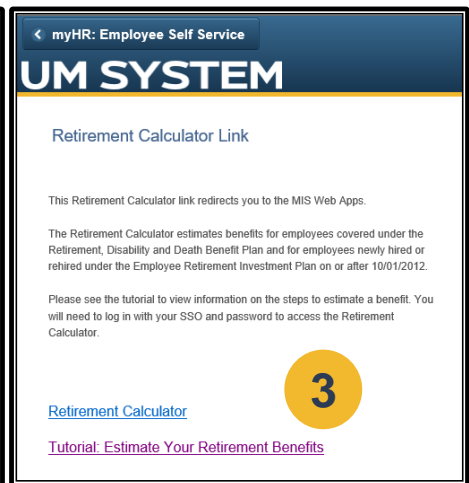
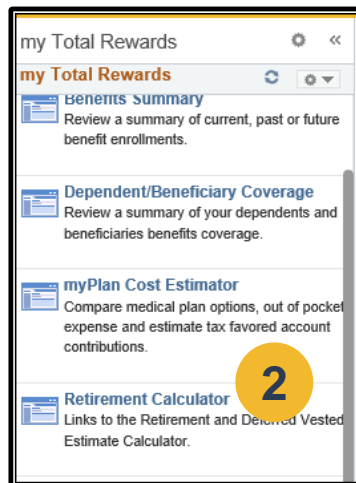
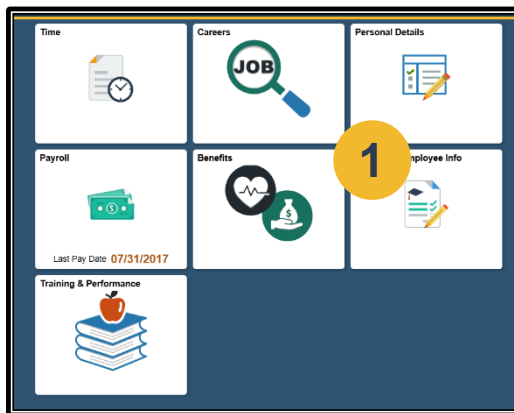
Click the compass in the upper right-hand corner and navigate to: *Navigator* >> *Self Service* >> *Benefits* >> *Retirement Calculator*. Then, click the **Retirement Calculator** link.



OR

Choose Benefits

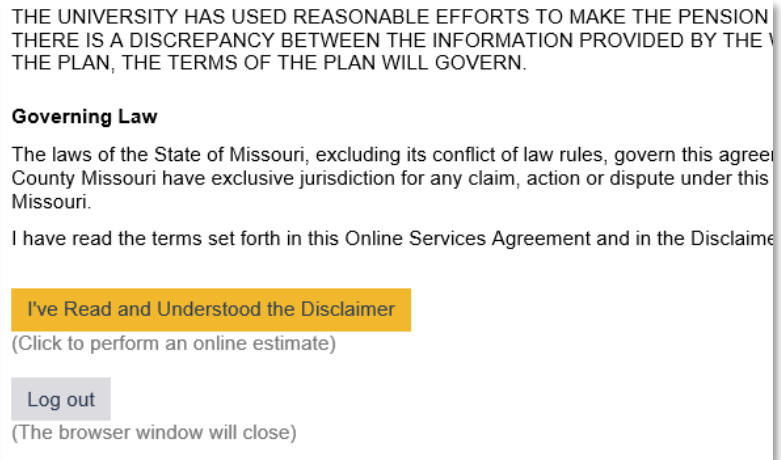
From the MyHR Home Page, click *Benefits*. On the left-hand side, scroll to navigate to Retirement Calculator. Then, click the **Retirement Calculator** link.



3. On the next screen, log into the portal using your normal, single sign-on, university ID and password



4. Review the disclaimer, and click I've Read and Understood the Disclaimer to move on



5. Pension Benefits Portal Home page, access the Pension Estimator tool



Several resources and options appear on the home screen. We recommend exploring the portal for additional information about your retirement benefits with the University.

To run your retirement estimate, click **Pension Estimator** under “At Your Fingertips” or **MY BENEFITS** in the top menu.



6. My Benefits screen

Throughout the Pension Benefits Portal, refer to the left hand side of the page for “Coaching Content.” This is helpful information specific to the page you are viewing at that time.

Underlined words or sentences will link to specific forms documents, definitions or resource webpages when you click on them.

To estimate your pension, click **Calculate My Pension**.

7. Pension Calculators – Single or Multiple Scenarios

The portal gives you the option to run a single retirement estimate scenario or multiple (up to three) scenarios for side-by-side comparison. Once you choose your option, complete the fields on the calculation page with the information for the estimate(s) you would like to run. Click “Continue” and allow up to two

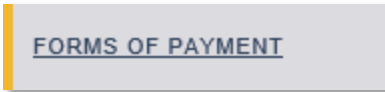
minutes for your estimate to run.

8. Calculation Results

Single Calculation:

Review your estimated benefit options. To print the estimate, click **Print Page** in the upper right corner of your screen. A new window will appear in your browser.

To review an explanation for each payment option, click on **Forms of Payment** (above payment option values).



To calculate a new Single calculation estimate, click Recalculate. To calculate a new Multiple Calculation estimate, click **MY BENEFITS** in the top menu and go back to step #6 of this tutorial.

You can also scroll to the bottom of the screen to review the calculation worksheet for your estimate:

Additional Information

[Click here to view the calculation worksheet that shows more details on this estimate.](#)

- › The benefit displayed above is an estimate and is based on the assumptions you entered.
- › Note that not all applicable offsets may have been applied to this estimate.
- › The benefit above does not take into account Division of Benefits Orders (DBO), if applicable.

Multiple Calculation:

Review your estimated benefit options. To print the estimate, click **Print Page** in the upper, right corner of your screen. A new window will appear in your browser.

To review an explanation for each payment option, click on **Forms of Payment** (above payment option values).



To calculate a new Multiple calculation estimate, click Recalculate. To calculate a new Single Calculation estimate, click **MY BENEFITS** in the top menu and go back to step #6 of this tutorial.

The calculation worksheet is not available under the multi-calculation option. To view all payment options available to you, please utilize the Single Calculation option for each individual scenario.