



Designate Beneficiaries

Once you register your TRS Account, you will be able to enter or change your designation of beneficiaries electronically. To add/change your beneficiaries online:

- Access your TRS account at www.trsga.com. Select “Account Login”, then “Active Member.”
- Enter the Email ID and Password you used when registering your account, select “sign in.”
- Select “View.”
- Go to the “update my beneficiaries” tab located on the “I want to” toolbar to the right side of the page.
- Review the Beneficiary Terms and Conditions, select “I have read and understand the important information as outlined by the Teacher’s Retirement System of Georgia.” Click “Next.”
- Select “Add a New Beneficiary” located on the bottom right of the page.
- Enter in your primary and secondary beneficiary information. Select “Next”

You will receive a confirmation page stating, “Success! Your changes have been committed.”