

**Maryland State Core and MCPS Supplemental Plan  
Disability Forms Checklist**

Form 20: *Statement of Disability* (9 page application)

Pages 1 - 4: To be completed by employee

Pages 5 - 6: Will be completed by your retirement coordinator at the time of submission

Pages 7 - 8: To be completed by the employee and physician(s)

Page 9: General Instructions

Form 21 A: *Application for an Estimate of Disability Retirement Allowances*

Form 129: *Preliminary Application for Disability Retirement*

Must select one of the following options while the application is in process

Option 1: Do not name a beneficiary, use State Form 4 if changing your current beneficiary.

Option 2: Must designate one beneficiary on this form.

Form: *Position Description*

To be completed by the employee and supervisor/retirement coordinator

MCPS FORM 455-23: *Preliminary Application for Disability Benefits*

MCPS FORM 455-2A: *Request for Estimate of Retirement Benefits*

MCPS Form 455-14: *Acknowledgement of Medicare Enrollment Requirements for All Disability Retirees*

**All completed forms must be submitted to the following address:**

**Montgomery County Public Schools  
Employee and Retiree Service Center  
45 West Gude Drive, Suite 1200  
Rockville, MD 20850**

The State Retirement Agency (SRA) will notify their decision in writing if disability benefits have been denied, deferred or approved. You will have 120 days from the date of the approval stated on the letter from SRA, to complete the forms and to accept the disability retirement. If approved, you must contact ERSC and request retirement forms. The retirement forms must be completed and submitted to ERSC.