

State of West Virginia
Consolidated Public Retirement Board
Internet Form (Signature in Blue Ink Only)
4101 MacCorkle Avenue SE, Charleston, West Virginia 25304-1636
Telephone: 304-558-3570 or 800-654-4406 Fax: 304-558-1394

West Virginia Teachers' Retirement System (TRS)
Tier II Members (Member hired on or after July 1, 2015)
Request for Cost to Purchase Military Service Credit
Pursuant to WV Code §18-7A-17a

This form serves as a request for a calculation of the cost to purchase active duty military service credit under TRS. **This form must be received by TRS during your first complete fiscal/school year of contributing service to TRS.** For example, if you are a 200 day employee who works 200 days during the 2016-2017 school year, this form must be received by TRS no later than June 30, 2017. Otherwise, you will not be eligible to purchase military service credit.

I understand that:

- ♦ This is a request for the cost calculation only and does not bind me to purchase military service, if eligible;
- ♦ I must have a complete fiscal year of contributory service and salary under TRS to be eligible to receive a cost calculation and meet all other eligibility requirements as required under WV Code §18-7A-17a. Upon confirmation of eligibility and completion of a complete fiscal year of contributory service and salary, the cost will be calculated and a cost letter will be mailed to the address listed below. (Please notify our office should your address change);
- ♦ If I retire or leave TRS employment after completing a complete fiscal year of contributory service and salary, but before I purchase the military service credit in full, I will not be eligible to purchase said military service;
- ♦ If I leave TRS employment prior to completing a complete fiscal year of contributory service and salary, I will not receive a cost letter and my request will be void. If I later become re-employed participating in TRS, I must initiate a new request by submitting another request for cost form to TRS during the first complete fiscal year of contributory service upon my reemployment; and,
- ♦ Eligibility requirements to receive a cost to purchase military service credit will be assessed upon completion of a complete fiscal year of contributing service and salary. Submission of this form does not guarantee eligibility to purchase.

Please attach to this form copies of official documentation (DD-214, etc.) confirming an "Honorable" discharge of active duty military service period(s) with entrance and exit dates.

Printed Name _____ SSN last 4 digits _____

Mailing Address _____

City/State/Zip _____

Phone Number _____ Email Address _____

Employer _____ Job Title _____

Signature _____ Date _____

CPRB use only: Tier II member confirmed: Yes or No Date of cost letter _____

First complete fiscal year _____ Contract Days _____ Work/Paid Days _____

Date 1st contribution received by TRS _____

Month eligible to compute cost (month after complete fiscal year of contributory service and salary) _____

Purchase must be completed by (48 months from date 1st contribution received) _____