



**West Virginia  
Consolidated Public Retirement Board (CPRB)**

601 57th Street SE, Suite 5  
Charleston, WV 25304  
304-558-3570 or 800-654-4406  
[www.wvretirement.com](http://www.wvretirement.com)

**Public Employees  
Retirement System (PERS)**

**Request for Cost to Purchase  
WV National Guard  
Military Service Credit**

**Member Information**

Member Full Printed Name		Last 4 Digits of SSN	CPRB ID	
Member Mailing Address		City	State	Zip Code
Email Address		Home Telephone Number		Mobile Telephone Number
Employer Name		Date of Hire	Job Position	

**This form serves as a request for a calculation of the cost to purchase WV National Guard Title 32 military service credit under PERS and must be received by PERS within the first 12 consecutive months of your contributing service in PERS. Otherwise, you will not be eligible to purchase WV National Guard service.**

I understand that:

- ◆ This is a request for the cost calculation only and does not bind me to purchase WV National Guard service, if eligible;
- ◆ I must complete at least 12 consecutive months of contributory service under PERS on or after January 2015 to be eligible to receive a cost calculation and meet all other eligibility requirements as required under WV Code § 5-10-15c. Upon confirmation of eligibility and completion of 12 consecutive months of contributory service, the cost will be calculated, and a cost letter will be mailed to the address listed above. (Please notify our office should your address change);
- ◆ If I leave PERS employment prior to completing 12 consecutive months of contributory service, I will not receive a cost letter and my request will be void. If I later become re-employed in PERS, I must initiate a new request by submitting another request for cost form to PERS within the first 12 consecutive months of contributory service upon my reemployment. If I leave PERS employment after completing 12 consecutive months of contributory service, but before I purchase the military service credit in full, I will not be eligible to purchase said military service;
- ◆ If I purchase this WV National guard service, it will not be considered contributing service for retirement eligibility;
- ◆ Eligibility requirements to receive a cost to purchase WV National guard service will be assessed upon completion of 12 consecutive months of contributing service. Submission of this form does not guarantee eligibility to purchase; and
- ◆ WV National Guard military service and military service granted for active duty with the Armed Forces of the United States (Army, Navy, Air Force, Marines and Coast Guard) pursuant to WV Code § 5-10-15 or any other retirement system administered by the Consolidated Public Retirement Board cannot exceed 5 years.

Do you have active-duty service with the Armed Forces of the United States?  Yes  No

**Attach to this form copies of your National guard current Annual Statement or Point Credit Summary confirming your service with the WV National guard and your DD-214, if applicable. Mail completed form to CPRB at the address above.**

Member Signature	Date
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CPRB use only: Date of 1st contribution received by PERS (January 2015 or after) \_\_\_\_\_  
 Month eligible to compute cost (after 12 consecutive months of contributory service) \_\_\_\_\_  
 Purchase must be completed by (48 months from date of 1st contribution listed above) \_\_\_\_\_  
 Date Cost provided \_\_\_\_\_