

**IMPORTANT - RETURN THIS COMPLETED NOTICE TO HUMAN
RESOURCES WITH YOUR ENTRY ON DUTY (EOD) FORMS**

Crediting **Military** Service Toward Civilian Retirement Service Computation Date:

Have you had active duty military service? Yes ___ No ___

If so, have you made a military deposit? Yes ___ No ___

If so, documentation is attached. Yes ___ No ___

If not, do you want information to make the deposit? Yes ___ No ___

Information About Service Credit Under the Federal Employees' Retirement System (FERS):

Active duty military service performed **prior to 1/1/57** is creditable without making a deposit. **However**, active duty military service performed **after 12/31/56** is creditable **only** if a military deposit is made to employing agency prior to final separation. Generally the receipt of retired military pay bars the crediting of military service. However, if you are interested in crediting retirement military service, call the Center for Human Resources for information.

Information About Service Credit Under the Civil Service Retirement System (CSRS):

Active duty military service performed **prior to 1/1/57** is creditable without making a deposit. **However**, crediting active duty military service **after 12/31/56** depends on when first employed under CSRS:

If first appointment covered by CSRS was **prior to 10/1/82**, employee receives service credit even if no deposit is made. **However**, if employee is eligible for Social Security benefits at age 62, the annuity will be recomputed excluding the military service time from the new annuity computation.

If first appointment covered by CSRS was **on or after 10/1/82** employee must make a military deposit before service credit can be given for eligibility to retire and annuity computation.

If you have any questions about service credit for retirement eligibility and annuity, please call the Center for Human Resources at 816-936-5840.

I am interested in making the deposit. Yes ___ No ___

I understand the affect on my retirement service credit if I don't make the deposit. Yes ___ No ___

Typed/Printed Name

Social Security Number

Signature

Date

**IMPORTANT - RETURN THIS COMPLETED NOTICE TO HUMAN
RESOURCES WITH YOUR ENTRY ON DUTY (EOD) FORMS**

Crediting ***Temporary*** Service Toward Retirement Service Computation Date:

Have you had prior temporary (FICA) service? Yes _____ No _____

If so, have you made a deposit? Yes _____ No _____

If so, documentation is attached. Yes _____ No _____

If not, do you want information to make the deposit? Yes _____ No _____

Information About Service Credit Under the Federal Employees' Retirement System (FERS):

Temporary service performed **prior to 1/1/89** is creditable for retirement purposes **only** if a deposit is paid for the service. Temporary service performed **on or after 1/1/89**, except Peace Corps and VISTA volunteer service, is **not creditable** and no deposit can be made for it.

Information About Service Credit Under the Civil Service Retirement System (CSRS):

If the temporary service was **prior to 10/1/82**, service is creditable even if no deposit is made. **However**, the retirement annuity will be reduced by 10% of the unpaid deposit plus interest.

If the temporary service was **on or after 10/1/82** and the deposit is not paid, service is creditable toward eligibility to retire. **However**, the service time cannot be used in the computation of the retirement annuity.

If you have any questions about service credit for retirement eligibility and annuity, please call the Center for Human Resources at 816-936-5840.

I am interested in making the deposit. Yes _____ No _____

I understand the affect on my retirement service credit if I don't make the deposit. Yes ___ No ___

Typed/Printed Name

Social Security Number

Signature

Date

**IMPORTANT - RETURN THIS COMPLETED NOTICE TO HUMAN
RESOURCES WITH YOUR ENTRY ON DUTY (EOD) FORMS**

Crediting **Refunded** Service Toward Retirement Service Computation Date:

Have you had prior civilian service? Yes _____ No _____

If so, did you take a refund of the retirement contributions? Yes _____ No _____

If you took a refund of contributions, have you made a redeposit? Yes _____ No _____

If you made the redeposit, is documentation attached? Yes _____ No _____

If not, do you want information to make the redeposit? Yes _____ No _____

Information About Service Credit Under the Federal Employees' Retirement System (FERS):

Employees who took a refund of FERS contributions when they separated from a prior period of civilian service may now make a redeposit in order to receive service credit for retirement. Interest is computed upon the same rules applicable to Civil Service Retirement System (CSRS). In addition, if rehired with less than 5 years under CSRS and a CSRS refund was received, a service credit deposit can be made to FERS. **Exception:** If you are now covered FERS but had a CSRS component (at least 5 years of CSRS-only or a combination of CSRS-only and FICA-only service), the rules affecting retirement credit for CSRS refunded periods apply to you as shown below.

Information About Service Credit Under the Civil Service Retirement System (CSRS):

If the refund of CSRS retirement contributions was **prior to 10/1/90**, service is creditable even if no redeposit is made. **However**, the retirement annuity will be reduced by the amount of the unpaid refund, plus interest, divided by a factor for your age at the time of retirement.

If the refund of CSRS retirement contributions was **on or after 10/1/90** and the redeposit is not paid, service is creditable toward eligibility to retire. **However**, the service time cannot be used in the computation of the retirement annuity.

If you have any questions about service credit for retirement eligibility and annuity, please call the Center for Human Resources at 816-936-5840.

I am interested in making the deposit. Yes _____ No _____

I understand the affect on my retirement service credit if I don't make the redeposit. Yes _____ No _____

Typed/Printed Name

Social Security Number

Signature

Date