



Certification of Work Experience by Career or Technology Teacher

TRS582 (08-24)

PO Box 149676
Austin, Texas 78714-0185
(800) 223-8778
www.trs.texas.gov



Name _____ TRS Participant ID or
Social Security Number _____

School District _____ Position _____

A TRS member who is a certified career or technology teacher may establish equivalent membership service credit for one or two years of work experience for which the member is entitled to salary step credit under Section 21.403(b) of the Education Code. A member is eligible to establish equivalent membership service credit for work experience if the member has at least five years of TRS membership service credit for actual work performed with a TRS-covered employer.

The cost to purchase work experience credit is the actuarial present value of the additional retirement benefits that would be gained with the additional year(s) of service credit. Generally, the cost increases each year the service credit remains unpurchased.

Payment for this service credit must be received by TRS by the member's effective date of retirement or the last day of the month in which the member submits a retirement application, whichever is later.

The certification below must be completed by the TRS reporting official (person with Signature authority in the TRS RE Portal) at the school district or charter school where the salary step credit was earned.

School years for which salary step credit is being given:
(school years must be prior to TRS covered employment)

1. _____
2. _____

I certify that the person named on this form is a certified career or technology education teacher and is entitled to salary step credit for the work experience listed above under Section 21.403(b) of the Education Code.

Signature of TRS Reporting Official _____ Title _____

Printed Name of TRS Reporting Official _____ Email Address _____ Date _____