



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

Part B. This part is to be completed by the TRS member.

IMPORTANT INFORMATION: If you have at least five years of TRS membership service credit for actual service with a TRS-covered employer, you may purchase one year of eligible out-of-state service credit for each year of service credit with a TRS-covered employer, up to a maximum of 15 years as long as your eligible out-of-state service credit is not currently maintained in another public retirement system. Service credit is considered maintained in another public retirement system if you have contributions in the other public retirement system for the service credit you wish to purchase.

If you have this type of special service, a copy of the Teacher Service Record filed in the personnel office of the school district in which a member is employed may be used to verify public school service in other states. This service requires deposits and fees and must be purchased prior to the effective date of retirement. Please ask the appropriate official of your school district to submit a photocopy of each page of your Teacher Service Record listing your out-of-state service. The Teacher Service Record must reflect the number of days employed and the percentage of time worked during each school year verified and the signature of the original certifying school official. TRS will provide a cost statement upon receipt of proper verification.

If you do not have a Teacher Service Record, or your Teacher Service Record is unavailable, please have your former out-of-state employer(s) complete Part A of this form and return it to you for submission to TRS.

If your eligible out-of-state service is not currently maintained in another public retirement system, your purchase of out-of-state service credit is treated as qualified permissive service credit under federal tax law and you may purchase up to the maximum of 15 years of out-of-state service credit.

If your eligible out-of-state service is currently maintained in another public retirement system, your purchase of out-of-state service credit is treated as non-qualified permissive service credit under federal tax law. You are permitted to purchase up to a total of five years of non-qualified permissive service credit.

INSTRUCTIONS: You must complete the certification below by choosing only one of the options. It is important that your certification be accurate. If TRS determines that your certification was inaccurate, TRS may be required to deny you service credit and refund amounts you paid to TRS for the denied service credit. Your refund may be subject to federal income tax and an additional 10 percent early withdrawal penalty assessed by the Internal Revenue Service (IRS) may also be applicable.

I HEREBY CERTIFY THAT:

- None of the out-of-state service listed in Part A is currently maintained in another public retirement system.
- All of the out-of-state service listed in Part A is currently maintained in another public retirement system.
- For the out-of-state service listed in Part A, only the service credit relating to the following school years are currently maintained in another public retirement system (list each school year separately):

Signature _____

Date _____