



**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

**Teachers'
Retirement System (TRS)
Tier I**

**Application to Purchase
Military Service Credit**

Request for Cost to Purchase Military Service Pursuant to WV Code §18-7A-17a for members hired prior to July 1, 2015

Section 1: Member Information - To Be Completed by Member

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

This form serves as a request to calculate the cost to purchase active duty military service credit under TRS. **This form must be received by TRS during the first complete fiscal year of contributory retirement service completed after July 1, 2015.** Therefore, if you are a 200 day employee who works 200 days during the 2015- 2016 school year, this form must be received by TRS no later than June 30, 2016. 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 after July 1, 2015 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 after July 1, 2015, 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);
- ◆ Only active duty military service performed prior to the date on which I first became an employee of a TRS employer is eligible for purchase;
- ◆ 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 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.

Member Signature

Date