



SS#

◆ APPLICATION FOR VESTING ◆

PART 1				MEMBER INFORMATION		
NAME	FIRST	MIDDLE	LAST	DATE OF BIRTH (ATTACH DOCUMENTATION)		
STREET ADDRESS				MONTH	DAY	YEAR
CITY				STATE		ZIP CODE
PHONE:				DATE OF TERMINATION:		
				SEX <input type="checkbox"/> MALE <input type="checkbox"/> FEMALE		
LAST EMPLOYING AGENCY / DEPARTMENT:						

PART 2		RETIREMENT COUNSELING CHECKLIST	
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1	Provided explanation of creditable State service and non-State service (such as intervening and non-intervening military service) which may be purchased, the costs, and the increase in benefits derived from such purchase.	
2	Benefits derived from the election of multiple service with the Public School Employees' Retirement System.	
3	Benefit reduction in the event of a debt to the employer and/or a retirement arrears liability (actuarial debt) exists at the time of retirement.	
4	Provided an explanation of the impact of withdrawing any or all of your contributions and interest. This explanation included the availability of installment options and rollovers and that rollover forms must be received within 45 days of the date of retirement.	
5	Provided with explanation of Monthly Payment Plan Options and death benefits; Maximum, 1, 2, 3, and Special Option 4.	
6	Provided estimates for Maximum Single Life Annuity and Option 1, with and without a Withdrawal Option (withdraw contributions and interest).	
7	Under Maximum Single Life Annuity and Option 1 you may change beneficiaries anytime by filing a new beneficiary nomination form.	
8	Provided estimates of Options 2 and 3, with and without a Withdrawal Option (withdrawal of contributions and interest).	
9	Qualifying event under Options 2 or 3 which permit the change of option and/or survivor, including procedures and the effect to member's annuity. If the designated survivor predeceases the member the benefit is automatically considered Maximum retirement with no death benefits. No death benefits are available until a new option is elected.	
10	REHP/PEBTF retiree health insurance is not available when member is from a non SEHP participating agency. Directed member to their employer for additional information. (IF NOT REHP ELIGIBLE ENTER N/A IN ITEMS 11 THROUGH 13)	
11	Provided explanation of enrollment and eligibility requirements for Majority and Partially State paid REHP coverage. (IF REHP ELIGIBLE - MUST COMPLETE 12.)	
12	Majority State Paid: <input type="checkbox"/> YES <input type="checkbox"/> NO Partially State paid member cost will be the prevailing rates at the time of retirement	
13	Member is subject to the rules of Least Expensive Plan (LEP) if the member subsequently retires and enrolls in REHP.	
14	Explained that an Application for Disability must be filed while still employed and that disability is available regardless of age.	

Member Initial

I HAVE BEEN COUNSELED TO MY SATISFACTION ON ALL ITEMS ON THE PRECEDING CHECKLIST, EXCEPT THOSE MARKED "N/A." THE RETIREMENT COUNSELOR PROVIDED ESTIMATES AND EXPLANATIONS TO THE EXTENT THAT I AM FULLY AWARE OF ALL BENEFITS TO WHICH I AM ENTITLED. I HAVE ALSO BEEN PROVIDED WITH A COPY OF THE "GUIDE FOR RETIRING MEMBERS."

PART 3**VESTING INFORMATION**

When preparing to vest your retirement account, you should be aware of the following:

ELIGIBILITY If at the time of termination you have reached NORMAL RETIREMENT DATE (age 60 or 50 depending upon your category of employment, with at least 3 years credited service OR you have at least 35 years of credited service, at any age), you are immediately eligible to receive an unreduced annuity from SERS.

If at the time you terminate employment, you have not reached NORMAL RETIREMENT DATE (described above) and you have at least 5 years of credited service, you may elect an early retirement at this time or you may leave your accumulated deductions in the Fund and vest your account until you elect to receive your annuity at a later date.

BENEFITS If you meet the eligibility requirements for vesting and file this vesting application, you are eligible for the following benefits:

1. An unreduced retirement benefit when you file for retirement at your NORMAL RETIREMENT DATE.
2. A reduced, early retirement benefit when you file prior to your Normal Retirement Date. The reduction is based on how many years you are from your Normal Retirement Date. The effective date of your retirement will be the date the Application for Annuity is filed.
3. Death benefits under Option 1, which is your account Present Value at the time of your death. This value will be paid to your named beneficiary(ies). (Unless you filed a conditional Application for Annuity)
4. Interest will be credited to your retirement account at 4% annually until the time you elect to start receiving your retirement benefit.
5. Potential benefits reach their peak when you reach your Normal Retirement Date. If you fail to file for retirement within 7 years after reaching your Normal Retirement Date the law stipulates that your right to a retirement benefit is forfeited.

NOTE - In order for your account to be properly maintained, you should file this form within 90 days of the effective date of termination of employment. If you return to employment with an employer where the State Employees' Retirement Plan is offered, you will be reinstated to active membership with SERS. If after vesting you return to state service, again terminate employment, and wish to return to a vested status, you must file a new form. Once vested, you should maintain a current address with the Retirement System so that correspondence and your Annual Member Statement may be sent to the proper address.

Member Initial

I, having read the above information, certify that I understand the provisions of vesting, as stated above, and request that the accumulated deductions (my contributions plus interest) standing to my credit in the State Employees' Retirement System be Vested.

PART 4 RETURN TO SERVICE/FROZEN ANNUITY - COUNSELING ACKNOWLEDGMENT

If you terminate service, elect to receive monthly retirement benefits and subsequently return to active service with any State Employees' Retirement System (SERS) participating employer or Public School Employees' Retirement System (PSERS) employer (if you have elected Multiple Service), the following events will occur.

- ▶ The retirement benefits you are receiving will cease effective with the date of your return to service.
- ▶ Your annuity will be Frozen by calculating the value of your retirement benefit account based on your age at the time of your return to service, known as the "Frozen Present Value". That value is fixed and remains constant.
- ▶ You will be required to make contributions on your new employment period earnings and you will earn additional service credits based on the Class of Service applicable to your new employment.
- ▶ It should also be noted that if you return to service for a very short period of time, it is possible that your new combined benefit may actually be lower than the benefit you received during your prior retirement.
- ▶ If you return for a period of less than six months, you must retire under the same retirement options which you elected in your previous retirement.
- ▶ If you return to service and earn three (3) additional years of credited service you will automatically qualify to have your future retirement benefit calculated using the two methods shown below. The method producing the highest retirement benefit will automatically be used unless you request otherwise in writing.
- ▶ If during your return to service, you earn less than 3 years of credited service, your subsequent retirement will be calculated using Method 1 listed below.

CALCULATION METHODS

1. If the Frozen Present Value is not eliminated, that frozen value will be converted into a monthly benefit amount based on actuarial factors at the time of retirement. The second part of the retirement benefit will be computed by normal calculation methods using service credits in the Class earned in the new employment period. The two benefit parts will then be combined to determine the total new retirement benefit. The total retirement benefit you receive from combining the Frozen Present Value benefit and the new service part will not be as large as the benefit you could have received if you had not collected retirement benefits previously.
2. If you eliminate your Frozen Present Value, your retirement benefit will be computed based on your total years of credited service, applicable Class multipliers and your highest Final Average Salary. The result of this calculation will then be actuarially reduced by the debt owed for the elimination of the Frozen Present Value. This method will generally produce a higher benefit than the Frozen Present Value calculation method. When your benefit is calculated without the Frozen Present Value you are agreeing to have a debt applied to your account, representing the return to SERS of all funds paid to you during retirement plus accumulated interest derived from the annual interest rates adopted by the Board.

Member Initial

**I HAVE BEEN COUNSELED ON THE POSSIBLE EFFECT ON MY BENEFITS
SHOULD I RETURN TO WORK WITH A SERS OR PSERS PARTICIPATING AGENCY.**

SS#

PART 5 VESTING NOMINATION OF BENEFICIARY(IES)

PRINCIPAL BENEFICIARY(IES)

In the event of my death any remaining balance of my account and outstanding payments due me shall be paid as designated below.

- Pay to one person, estate or trust
 Pay to more than one person absolutely
 Pay to more than one person, estate or trust in equal shares with rights to survivors
 Distribute in designated percentages as shown

Percent	Full Name	Birth Date	Address (street address, city, state, zip code)
Total must equal 100%			

CONTINGENT BENEFICIARY(IES)

In the event of the death of all my principal beneficiaries, any remaining balance of my account and outstanding payments due me shall be paid as designated below.

Percent	Full Name	Birth Date	Address (street address, city, state, zip code)
Total must equal 100%			

PART 6 GUARDIAN

REQUIRED FOR ANY BENEFICIARY UNDER 18 YEARS OF AGE NAMED IN PART 5 OF THIS APPLICATION

Full Name	Address (street address, city, state, zip code)	Name of Minor(s)

Member Signature:	Date

PART 7**CREDITED NON-STATE SERVICE DECLARATION**

This part must be completed if the member is claiming credits for "creditable non-state service".
Failure to complete this part of the application for annuity shall result in the cancellation and forfeiture of any non-state service previously credited to the member's account.

STATE EMPLOYEES' RETIREMENT CODE - §5304 (CREDITABLE NONSTATE SERVICE) provides, in part:

"(b) An active member or multiple service member who is a school employee and an active member of the Public School Employees' Retirement System shall be eligible to receive credit for non-state service provided that he does not have credit for such service under a retirement system administered and wholly or partially paid for by any other governmental agency or by any private employer, or a retirement program approved by the employer..."

Member Initial

I HAVE READ AND UNDERSTAND THE ABOVE SECTION OF THE STATE EMPLOYEES' RETIREMENT CODE, AND I CERTIFY THAT I HAVE NOT ALREADY RECEIVED, AM NOT NOW RECEIVING, NOR WILL I BE ELIGIBLE TO RECEIVE IN THE FUTURE, ANY RETIREMENT BENEFITS UNDER A RETIREMENT SYSTEM ADMINISTERED BY ANY OTHER GOVERNMENTAL AGENCY FOR ANY NONSTATE SERVICE WHICH IS CREDITED TO MY ACCOUNT IN THE STATE EMPLOYEES' RETIREMENT SYSTEM, WITH THE EXCEPTION OF THE MILITARY PENSION SYSTEMS UNDER TITLE 10, CHAPTER 67, UNITED STATES CODE, SECTIONS 1331-1337.

PART 8**MEMBER CERTIFICATION****STATE EMPLOYEES' RETIREMENT CODE**

§5954 (FRAUD AND ADJUSTMENT OF ERRORS) provides, in part

"(a) Any person who shall knowingly make any false statement or shall falsify or permit to be falsified any record or records of this system in any attempt to defraud the system as a result of such act shall be guilty of a misdemeanor of the second degree."

§5907 (RIGHTS AND DUTIES OF STATE EMPLOYEES AND MEMBERS) provides, in part:

"(a) ... In any case in which the board finds that a member is receiving an annuity based on false information, the total amount received predicated on such false information together with statutory interest doubled and compounded shall be deducted from the present value of any remaining benefits to which the member is legally entitled."

I, _____, BEING OF SOUND MIND, HEREBY MAKE THE FOLLOWING CERTIFICATION: HAVING READ AND UNDERSTOOD ALL OF THE PRECEDING PROVISIONS, I CERTIFY THAT ALL STATEMENTS MADE ON THIS APPLICATION ARE TRUE AND CORRECT. I UNDERSTAND THAT SERS IS A COMMONWEALTH AGENCY SUBJECT TO THE PENNSYLVANIA RIGHT-TO-KNOW LAW (RTKL). IN RESPONSE TO RTKL REQUESTS, SERS MAY BE REQUIRED TO DISCLOSE CERTAIN RECORDS RELATED TO MY RETIREMENT BENEFIT, INCLUDING BUT NOT LIMITED TO MY NAME AND RETIREMENT BENEFIT OPTION AND AMOUNT AND HOME ADDRESS.		_____ Date
YOUR SIGNATURE MUST BE WITNESSED BY TWO PERSONS. A BENEFICIARY OR DESIGNATED SURVIVOR MAY NOT BE A WITNESS.		
WITNESS SIGNATURE:	WITNESS SIGNATURE:	
ADDRESS	ADDRESS	

COUNSELING NOTES