



PO Box 268  
Jefferson City, MO 65102-0268  
(573) 634-5290 or  
Toll Free: (800) 392-6848  
Fax: (573) 634-7934  
Email: psrspeers@psrspeers.org  
Website: www.psrs-peers.org

## ACTIVE DUTY MILITARY SERVICE PURCHASE Q & A

**Q. How is the cost to purchase active duty military service calculated?**

- A. The cost of your active duty military service is calculated by multiplying your highest Public School Retirement System of Missouri (PSRS) salary by the current contribution rate and by the amount of service you wish to purchase.

The cost of any remaining service for which you have applied but not yet paid is recalculated each October 1 using your highest PSRS salary and the current contribution rate.

**Q. Am I eligible to purchase my active duty military service?**

- A. Yes, if:

- You have active duty service in the armed forces of the United States of America and were discharged or separated from the armed forces by other than a dishonorable discharge.
- You have at least one year of PSRS service.
- You returned to PSRS-covered employment after your active duty military service.
- You do not have service with any other retirement system for the military service except any benefit which may be payable by the government of the United States as either a military pension or a federal Social Security benefit.

**Q. Will the purchase of active duty military service count toward vesting my PSRS membership?**

- A. Yes.

**Q. How much active duty military service can I purchase?**

- A. You can purchase service for any or all of your active duty service with these stipulations: 1.) The total of all service purchased and earned in any one school year cannot exceed one year of service, and 2.) You have earned equivalent service for PSRS-covered employment at the time of your retirement.

You can purchase service in increments as small as one, one hundred thousandth (0.00001) of a year. Multiple applications are allowed. In most cases, the total of all service purchased with PSRS cannot exceed the total service you have earned at termination of membership by retirement, death, refund or absence from covered employment if not vested.

**Q. How can I pay for active duty military service?**

- A. You can pay by personal check, cashier's check or money order made payable to **PSRS of Missouri**. You can also pay using an eligible rollover distribution or in-service trustee-to-trustee transfer. Please see the **Rollover/Transfer Certification Information Sheet** for details. You cannot pay through payroll deduction.

Purchase funds and service are applied to your membership upon receipt of payment. Payments for purchase of service will not be refunded. If you make partial payment and your membership ends, you will be granted proportional service.

**Q. What is my payment deadline?**

- A. Payment for service must be received prior to your PSRS retirement date in order for it to be included in the calculation of your retirement benefit. The purchase application remains open until it is paid in full or your membership ends due to retirement, death, refund or absence from covered employment if not vested.

*NOTE: If you have USERRA-covered leave in the U.S. Armed Forces, National Guard or other service categories designated by the president in time of war or emergency, and were re-employed in the last five years, it may be less expensive to purchase the service under the USERRA purchase provision. Please contact our office for more information.*



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## APPLICATION TO PURCHASE ACTIVE DUTY MILITARY SERVICE

This application *must* be filed with the Public School Retirement System of Missouri (PSRS) prior to your retirement date.

- Please complete and return this application with a copy of your military service records (DD214), to PSRS at the address above.
- Make sure you sign the application.
- Please keep a copy for your records.

You will receive an official cost from PSRS after the completed application is processed.

### SECTION A MEMBER INFORMATION

First Name	Middle Name	Last Name		
Member ID (or Last 4 Digits of Social Security Number)	Account ID	Telephone (      )		
Mailing Address	City	State	ZIP	
Email Address				

### SECTION B ACTIVE DUTY MILITARY SERVICE INFORMATION

Please list each period of active duty military service on a separate line. If you need more lines, please copy this form and attach. You must sign and date all attachments.

	START DATE OF MILITARY SERVICE	END DATE OF MILITARY SERVICE
1		
2		
3		
4		

### SECTION C MEMBER PURCHASE SELECTION

- I choose to purchase all my active duty military service.
- I choose to purchase \_\_\_\_\_ year(s) of my active duty military service.

### SECTION D MEMBER CERTIFICATION

I certify that:

- The information on this application is true and correct to the best of my knowledge.
- I am not receiving, nor will I receive, retirement benefits or service toward such benefits from any other public retirement system or plan except any benefit which may be payable by the government of the United States as a federal Social Security benefit or as a military pension.

I understand:

- Filing an *Application to Purchase Active Duty Military Service* does not create a contractual obligation on my part to complete payment.
- This application remains open until paid in full or termination of my PSRS membership through my retirement, death, refund or absence from covered employment if not vested.
- The cost of any remaining service for which I have applied but not paid by September 30 will be recalculated each October 1 using the contribution rate in effect and my highest PSRS salary.
- Payment must be received prior to my PSRS retirement date in order for it to be included in the calculation of my retirement benefit.
- Payments for service purchases will not be refunded.
- If partial payment is made, proportional service will be granted.
- Missouri law does not permit the combined total of all types of purchased service to exceed in length the service earned in PSRS-covered employment.

Digital Signatures Not Accepted – Original (Written) Signature Required

X

Date