



ALASKA DIVISION OF
**Retirement
and Benefits**

Toll-free: (800) 821-2251
drb.alaska.gov

Member Election of Participation

Defined Benefit Plan or Defined Contribution Retirement Plan

Division of Retirement and Benefits
P.O. Box 110203
Juneau, AK 99811-0203

Juneau: (907) 465-4460
TDD: (907) 465-2805
Fax: (907) 465-3086

FOR OFFICE USE ONLY

Return form to: **DOA.DRB.Member.Plan.Election@alaska.gov**

This election form must be completed by every rehired employee who was at one time enrolled in the Teachers' Retirement System (TRS) Defined Benefit (DB) Retirement Plans (Tiers I / II). The Alaska Supreme Court decision *Metcalfe v. State*, 484 P.3d 93 (Alaska 2021), held that former members of the DB tiers have a constitutional right to return to TRS service and buy back into the same DB tier in which they were previously enrolled. Accordingly, if you are reemployed in a TRS-eligible position, you must (1) make a one-time irrevocable election to reinstate your prior TRS service and former tier status by having an indebtedness set up to repay your previously refunded contributions (plus interest), or (2) enroll in the Defined Contribution Retirement (DCR) plan.

Note: It is the Employer's responsibility to ensure this form is provided to the member at time of hire and returned to the Division of Retirement and Benefits within 30 days from the date of hire into a TRS-eligible position.

SECTION I. MEMBER INFORMATION

NAME (FIRST / M.I. / LAST)			LAST 4 OF SSN OR RETIREMENT IDENTIFICATION NUMBER (RIN)		
BIRTH DATE (MM / DD / YYYY)		SEX <input type="checkbox"/> MALE <input type="checkbox"/> FEMALE	MARITAL STATUS <input type="checkbox"/> MARRIED <input type="checkbox"/> DIVORCED <input type="checkbox"/> SINGLE <input type="checkbox"/> WIDOWED		DATE OF MARRIAGE (MM / DD / YYYY)
PERSONAL TELEPHONE NUMBER		PERSONAL EMAIL ADDRESS		DATE OF DIVORCE (MM / DD / YYYY)	
MAILING ADDRESS (STREET OR P.O. BOX)					
CITY			STATE	ZIP+4	
CURRENT EMPLOYER					

We will not use the above demographic information to update your account information on file. If you believe we do not have your correct information on file or if you need to make any changes, please notify your employer. Once you have rehired and are an active TRS employee, all demographic changes such as address, name change, or marital status must be submitted to the Division by your employer.

SECTION II. FORMER MEMBER RETIREMENT PLAN ELECTION

I, _____ NAME _____, am an employee with _____ EMPLOYER _____, a qualified TRS employer, and was hired on _____ MM / DD / YYYY _____.	
I elect to participate in the following retirement plan:	
<input type="checkbox"/> Defined Benefit Plan: I elect to return to my previous tier status under the TRS Defined Benefit Plan. I understand that this is an irrevocable decision and that my service and salaries will be used to determine a lifetime monthly pension benefit at the time I reach retirement eligibility based on AS 14.25.009 through AS 14.25.220. I understand that I will be vested in the Defined Benefit plan with eight (8) paid years of membership service. In making this election, I acknowledge that any previously refunded service and contributions will be reinstated to my record and an indebtedness will be established based on the amount of the refund(s) I received, including interest at the rate prescribed by regulation. Interest will continue to accrue on the unpaid balance until either paid in full or I retire.	
<input type="checkbox"/> Defined Contribution Retirement Plan: I elect to participate in the TRS Defined Contribution Retirement (DCR) Plan. I understand that this is an irrevocable decision and that my future retirement benefits will be based solely on my account balance and distribution option(s) chosen at time of withdrawal. I understand that I will be 100% vested in my employee contributions immediately and 100% vested in my employer contributions after reaching five (5) years of service.	
*If you are a former DB member who never refunded your DB account, you are not eligible for the DCR plan.	
For additional information, please refer to the Division's website at drb.alaska.gov to compare the retirement benefits available to you, or contact the Division toll-free at (800) 821-2251 or in Juneau at (907) 465-4460.	
I understand I have the right to review my decision within a qualified employee of the Division before I make a final decision.	
I certify that I understand the retirement plan election I have made is irrevocable.	
EMPLOYEE SIGNATURE	DATE (MM / DD / YYYY)

An original, handwritten signature is required on this form. Electronic signatures will not be accepted.

SECTION III. EMPLOYEE INSTRUCTIONS

- Please review *Section V. Retirement Plan Comparison* before making your election.
- For additional information regarding benefits for the DB and DCR plans, please visit **drb.alaska.gov**. A Senior Benefits Retirement Counselor can provide you with cost projections for reinstating your former tier status along with payment options. Please reach out to *doa.drb.mscc@alaska.gov* or call the Division toll-free at (800) 821-2251 or from Juneau at (907) 465-4460 for more information. Customer service agents are available to assist you Monday – Thursday, 8:30 a.m. to 4:00 p.m. and Friday, 8:30 a.m. to 3:00 p.m., Alaska Standard Time.

SECTION IV. EMPLOYER INSTRUCTIONS

When onboarding a new employee into the TRS, employers must identify if all newly hired TRS-eligible employees are former Defined Benefit members and provide the former member a one-time irrevocable election to choose the Defined Benefit or Defined Contribution plan.

How to identify if a newly-hired employee needs to complete the Former Member Election of Participation Form:

Step 1: Log into the Former Member Lookup portal at **myrnb.alaska.gov/FormerMemberLookup** using your eReporting/Employer Access Login credentials.

Step 2: Enter the employee’s SSN and Fund (TRS) in which the employee is being hired and click search.

Provide the employee with the Former Member Election form:

1. If the search result returns the employee’s name and birthdate, the employee is a former TRS DB member.
 - a. The employee must be provided the respective TRS Former Member Election Form (trs037).
 - b. You can access the link to the respective Former Member Election Form from the search results page.
2. Employers are required to sign and submit completed forms to the Division of Retirement and Benefits within 30 days from the date of hire into a TRS-eligible position by email to *DOA.DRB.Member.Plan.Election@alaska.gov*.

Important Note: The payroll file will have a critical error if the Division does not have a Former Member Election form on file at the time the employee’s HIRE and contributions are reported on the payroll file.

3. Enter HIRE event on your next payroll per the member’s election.

Do not provide the Employee with the Former Member Election Form:

1. If the search result DOES NOT return the employee’s name and birthdate:
 - a. Verify the SSN and Fund were entered correctly.
 - i. If the SSN was not entered correctly, reenter the SSN in the Former Member Lookup Portal and search again.
2. If the search result does not return a name and birthdate, the member does not need to be provided the Former Member Election Form.
3. Click on the link to access the Employer Access Portal
4. Utilize the New Member Lookup tab to confirm whether the employee should be enrolled in the DB plan or the DCR Plan.
5. Enter HIRE event on your next payroll per New Member Lookup search result.

Please contact your Division Active Payroll Contact if you have any questions regarding into what plan a newly hired employee is to be enrolled.

FOR EMPLOYER USE ONLY		
EMPLOYER		EMPLOYER TRS NUMBER
EMPLOYER SIGNATURE	EMPLOYER TITLE	DATE (MM / DD / YYYY)

FOR TRS USE ONLY	<input type="checkbox"/> Approved	<input type="checkbox"/> Denied	Reason for denial: _____
DRB STAFF	DATE (MM / DD / YYYY)		

Please return your completed form within 30 days of rehire date to the Division of Retirement and Benefits by mail, fax, or hand delivery at the address/fax number below.

Juneau Office:
333 Willoughby Avenue
6th Floor, State Office Building

Anchorage Office:
550 W. 7th Avenue, Suite 1200
Robert B. Atwood Building

Mailing Address:
P.O. Box 110203
Juneau, AK 99811-0203

Fax:
(907) 465-3086

SECTION VI. RETIREMENT PLAN COMPARISON

As a former Defined Benefit (DB) member who has rehired in a PERS- or TRS-eligible position, you have the option to reinstate your former DB tier status or enroll in the Defined Contribution Retirement (DCR) Plan. **This is an irrevocable one-time election.** See Alaska Supreme Court decision *Metcalfe v. State*, 484 P.3d 93 (Alaska 2021).



DEFINED BENEFIT PLAN COST

If you elect to reinstate your former DB tier, a reinstatement (REI) indebtedness will be calculated based on the amount you refunded, plus 7% interest from the date of refund through June 30, 2010. If you refunded your account after June 30, 2010, no initial interest will be applied to the REI principal.

For former DB members who are also former members of the DCR Plan, you will also be required to convert all previously refunded DCR service to DB service under your former tier. This will create two additional costs. The first cost consists of the employee contributions you would have contributed to the DB plan had you reemployed under your former tier status, plus 4.5% interest your DB account would have accrued. The second cost is the total employer match contributions plus associated gains/losses that were refunded from your DCR account. A Deficient Contribution (DEF) Indebtedness and an Employer Refunded Contribution (ERC) indebtedness will be established for each of these costs.

Interest will begin to accrue at the rate prescribed by regulation (7%) on any indebtedness balance once the refunded service is reinstated, until paid in full or at the time of retirement. At retirement, members can cancel any remaining indebtedness by accepting an actuarial reduction to their benefit for life.

DEFINED BENEFIT RETIREMENT ELIGIBILITY

Once the process for reinstating service is complete, you will once again be a DB member and must meet the eligibility requirements of your tier for access to retirement benefits. Those requirements are:

- All tiers (PERS I / II / III and TRS I / II) must be vested to be eligible for a monthly pension. PERS vesting is five years of paid-up membership service. TRS vesting is eight years of paid-up membership service.
- PERS Tiers I / II / III can retire at any age with 30 years of paid-up membership service or 20 years if peace officer/firefighter.
- TRS Tiers I / II can retire at any age with 20 years of paid-up membership service.
- PERS/TRS Tier I can retire early at age 50, with normal retirement at age 55.
- PERS Tiers II / III and TRS Tier II can retire early at age 55, with normal retirement at age 60.

After vesting, system-paid medical coverage (the retirement system pays the retiree medical plan premium) is provided to PERS/TRS DB retirees and their dependents per the eligibility requirements of your tier.

- PERS/TRS Tier I at early or normal retirement.
- PERS Tier II at any age with 30 years of membership service, or if peace officer/fire fighter at any age with 25 years of membership service, or age 60.
- PERS Tier III at any age with 30 years of membership service or, if peace officer/fire fighter at any age with 25 years of membership service, or with 10 years of service and age 60.
- TRS Tier II at any age with 25 years of membership service or age 60.

DEFINED CONTRIBUTION RETIREMENT PLAN COSTS

If you elect to enroll in the DCR plan, there is no cost for enrolling.

DEFINED CONTRIBUTION RETIREMENT PLAN BENEFITS

The following benefits are available to you:

- Members are 100% vested in their employee contributions, plus any net earnings on the account.
- Members are vested in the employer contributions on a schedule that equals 100 percent vesting with five years of service.
 - 1 year of service = 0% vested of contributions.
 - 2 years of service = 25% vested of contributions.
 - 3 years of service = 50% vested of contributions.
 - 4 years of service = 75% vested of contributions.
 - 5 years of service = 100% vested of contributions.
- Access (upon eligibility) to the AlaskaCare Defined Contribution Retiree Health Plan.
- Health Reimbursement Arrangement (HRA), an employer-funded account used tax-free for medical expenses at retirement (upon eligibility).

For additional information regarding benefits for the Defined Benefit and Defined Contribution Retirement Plans, please visit drb.alaska.gov. A Senior Benefits Retirement Counselor can provide you with cost projections for reinstating your former tier status along with payment options. Please reach out to doa.drb.mscc@alaska.gov or call the Division toll-free at (800) 821-2251 or in Juneau at (907) 465-4460 for more information.