

**OKLAHOMA TEACHERS' RETIREMENT SYSTEM**  
**P.O BOX 53524 OKLAHOMA CITY, OKLAHOMA 73152**  
405-521-2387 OR TOLL FREE 1-877-738-6365  
www.ok.gov/trs

**VERIFICATION OF MILITARY SERVICE**

_____		_____	
Name		SSN#	
_____			
Address			
_____		_____	
City	State	Zip	Phone#
_____		_____	
Present Employer		County	

<b>Type of Military Service (Active Duty Service Only)</b>	<b>Entry Date</b>	<b>Discharge Date</b>
_____	_____	_____
_____	_____	_____
_____	_____	_____

**A certified copy of the Form DD214, Form DD217, or VA Certification of Active Duty must be submitted with this form** unless it is already on file at the Teacher's Retirement System of Oklahoma. "Certified copy" means the copy has been signed by a Notary Public, stating the original document has been viewed. To purchase military service, client must be an active, contributing member to the system, and purchase must be made prior to retirement. Detailed information can be found in TRS rules and laws which include, but are not limited to:

- 715:10-5-11:** Military Service limited to maximum of five years. Members must have 2yrs of creditable Oklahoma service after years of military for each year purchased.
- 715:10-5-13:** Military service performed may be purchased for any school year in which the member served in active duty for a minimum of six months or 180 days.
- 715:10-5-14:** Military service combined with Oklahoma service performed in the same school year must total 180 days.
- 715:10-5-16:** Cost to purchase military service shall be based on actuarial cost, unless an active contributing member is called to active military duty. In this event, he/she shall be allowed to make contributions for benefits and service credits in accordance with Section 414(u) of the Internal Revenue Codes of 1986 and the Uniformed Services Employment and Re-employment Rights Act of 1994.
- 715:10-5-18:** No service purchased at actuarial cost can be used to meet the minimum requirement of five full years for vesting purposes.

I hereby declare and affirm that the above information is true and correct to the best of my knowledge.

_____	_____
Signature	Date