



### Verification of Employment With a State University

**The purchase of university service in full or in 12 month increments shall be subject to the provisions of KRS 61.552, 105 KAR 1:330, and other applicable state and federal laws and regulations.**

Summary of statutory requirements to purchase state university service:

1. You did not participate in a defined benefit retirement program at the state university.
2. You are currently participating in one of the systems administered by Kentucky Public Pensions Authority.
3. If you are less than age 65, you must have at least 60 months of service credit in the systems administered by the Kentucky Public Pensions Authority. If you are age 65 or more, you must have at least 48 months of service credit in the systems administered by Kentucky Public Pensions Authority.
4. The position at the state university must have been a non-instructional position and qualified as a "regular full-time position" as defined by law.

#### Section 1: Member Information

Member Name:		Member ID:	
Work Phone:		Home Phone:	
Address:	City:	State:	Zip Code:

I wish to purchase service credit for employment with a state university. I hereby authorize the state university to release my personnel records to the Kentucky Public Pensions Authority.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

#### Section 2: To be completed by an authorized representative of the state university.

Name of University	Dates Employed		Job Title	Employment Status: Regular, Seasonal, Temporary, etc.	Employment Classification: Full-time (100 hours/month) Part time, etc.
	From	To			

Signature of Agency Official: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Title: \_\_\_\_\_ Date: \_\_\_\_\_

#### Section 3: To be completed by an authorized representative of the retirement plan.

1. Did the employee participate in a retirement plan?  Yes  No
2. In which type of plan did the employee participate?  Defined Benefit  Defined Contribution
3. Please provide dates of participation: From: \_\_\_\_\_ To: \_\_\_\_\_

Signature of Agency Official: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Title: \_\_\_\_\_ Date: \_\_\_\_\_