

Attention Part-Time School Employees

If you are a part-time school employee, then you may be eligible to waive your membership in the Public School Employees' Retirement System (PSERS).

Before you waive membership, consider the following:

Requirements:

- You must waive membership during the 90-day class election window, or, if you later experience a break in PSERS service and return as a part-time employee, then you must waive within 90 days of qualifying for PSERS membership.
- You must maintain sole ownership of one of the following types of Individual Retirement Accounts (IRAs):
 - Traditional IRA
 - Roth IRA
 - Simplified Employee Pension (SEP)
 - Savings Incentive Match Plan for Employees of Small Employers (SIMPLE) IRA
- Once you waive membership, the waiver remains in effect until you accept a position for which membership is mandatory or you later elect to enroll in PSERS.

Benefits Waived:

- You can **never** purchase or receive credit for previously waived service.
- If you waive membership and are subsequently enrolled by choice or mandated because of a change in employment status, your waiver is voided *prospectively* from the date of enrollment.
- If you hold multiple part-time positions and are eligible to waive membership, you must waive membership for *all* positions.
- By waiving membership in PSERS, you will not be entitled to receive employer contributions for the defined benefit component or the defined contribution component.
 - Note that if you do **not waive** membership and work at least **three** years, you will be eligible to vest in your employer's defined contributions made on your behalf.
- You will not receive a guaranteed 4% interest on your defined benefit contributions.
- You will not have the ability to invest your contributions or your employer contributions in the School Employees' Defined Contribution Plan.

Please refer to the enclosed material for the benefits of a PSERS membership. Benefits include a defined contribution plan where you can rollover funds from eligible retirement accounts and choose your investment options.

Carefully consider the above. You have 90 days to choose a new membership class or to elect to waive membership in PSERS. If you take no action or choose to file a class election with PSERS, you will not be permitted to waive membership. If you choose to waive your membership with PSERS, you can do so through your membership class election tab in your PSERS Member-Self-Service (MSS) account at psers.pa.gov. For more information, please contact PSERS directly.