

## PART TIME TEACHER VERIFICATION

This form is for the purpose of part-time teaching when the person was not eligible to contribute.

Incomplete or inaccurate forms will not be processed.

Please print clearly or type in black ink.

Section 1: Employee Information		
SSN (last 4 digits)	n (mm/dd/yyyy)	
First Name MI	Last Name	
Address		
City	State	ZIP
Email Address	e Number	
Section 2: Current Employer Information and C	Certification	
Reporting Agency	Telephone Number	Fax Number
Email Address	Telephone Number	•
Section 3: Part Time Employment Information	and Certification	
Is this teacher contributing?		
Employee's Title	Number of Days in School 1	Year
Was service rendered on a substitute or temporary basis? $\ \square$	∕es □ No	
Signature of School Official		Date of Signature (mm/dd/yyyy)
(Part Time Teacher Verification continued on next page)		



## PART TIME TEACHER VERIFICATION

Report service rendered in your school/district. List each school year separately, and indicate whether service was rendered on a full-time or part-time basis. If service was part-time, please indicate percentage of full-time employment.

Period of Employment		Number of	Percentage	Full-Time Salary	
From (mm/dd/yyyy)	To (mm/dd/yyyy)	Working Days (Max 180)	Worked (i.e. 1/5 , 2/5 , 3/5)	(if worked full-time)	Salary Earned

## **ERSRI Part-Time Teacher Policy**

Part-time teachers, not substitute teachers, who work the equivalent of half-time or more shall be eligible for ERSRI membership. Part-time teachers who work for less than the equivalent of half-time shall not be eligible for membership, but shall have the right to purchase such time under the following conditions.

- A part-time teacher, who subsequently becomes an active ERSRI member, shall have the right to purchase past
  part-time service. The purchase will be calculated at full actuarial cost.
- In order to purchase part-time teaching, a teacher must have worked a minimum of two-fifths (2/5's) of a school year.
- Only service when the teacher worked and did not contribute is eligible for purchase. Any remaining portion of a school year the teacher did not work and did not contribute cannot be purchased.

Return the completed form to the address below. Incomplete or inaccurate forms will not be processed:

## **Employees' Retirement System of Rhode Island**

50 Service Avenue, 2nd Floor Warwick, RI 02886-1021

Office: (401) 462-7600 | Fax: (401) 462-7691 | Email: ersri@ersri.org | Website: www.ersri.org