

Membership Handbook



Louisiana State Employees' Retirement System
as of January 2012

Service Credit

(La. R.S. 11:421)

Once you are enrolled as a member of LASERS, you will begin paying employee contributions and accruing service credit. You will be sent an annual member statement at the beginning of each calendar year which details the employee contributions you paid during the previous year and the total contributions you paid since your enrollment. This statement also contains the service credit that you earned during the previous year along with your total service credit.

Eligibility service credit is the service that will be used to determine your entitlement for benefits provided by LASERS. Computation service credit is the service that will be used to compute the amount of your LASERS benefit. Depending on your situation, your eligibility service credit may be different from your computation service credit.

The annual member statements are unaudited. You should review your annual member statement each year and notify LASERS in writing if any discrepancies are found.

Full-Time Employees

If you are a full-time employee, your service credit is calculated by taking your actual earnings for a year and dividing by your yearly base salary which is your annual expected salary. This figure is then rounded up to the nearest tenth. A member cannot receive more than one year of service credit for any calendar year.

Sue worked full time in 2010. She earned \$37,273.06. Her annual expected salary was \$37,355.00. Her service credit for 2008 would be calculated in the following manner:

$$\begin{array}{r} \$37,273.06 \\ \text{Actual} \\ \text{earnings} \end{array} / \begin{array}{r} \$37,355.00 \\ \text{full-time} \\ \text{yearly base} \\ \text{salary} \end{array} = .998 \text{ (rounded up to one year)}$$

Part-Time Employees

If you are a part-time employee, your service credit is calculated by taking your actual earnings for a year and dividing by the yearly base that you would have received as a full-time employee. You will not earn an entire year of computation credit, but you may earn a year of eligibility credit if you worked part time for at least eleven months during that calendar year.

Amy worked part time in 2010 and was paid \$22.00 per hour. She earned \$33,587.84. Her annual expected salary if she had worked full time was \$45,760.00. Her computation service credit for 2008 would be calculated in the following manner:

$$\begin{array}{r} \$33,587.84 \\ \text{Actual} \\ \text{earnings} \end{array} / \begin{array}{r} \$45,760.00 \\ \text{full-time} \\ \text{yearly base} \\ \text{salary} \end{array} = .734 \text{ (rounded up to .80)}$$

Since Amy worked the full year in 2010 as a part-time employee she will get one year of eligibility credit, but only .80 of a year computation credit.

Service credit and retirement eligibility for part-time members are determined on a case-by-case basis.

First Eligible Dates

If you are a full-time member, you can estimate your service credit for a partial year and your first eligible date for retirement by using the chart below. If you work from January 1 through the dates listed below, you will be given the corresponding service credit. Your termination date is the last day of your employment.

Termination Date	Service Credit
January 1*	.10
February 14	.20
March 31	.30
April 30	.40
May 31	.50
July 14	.60
August 14	.70
September 29	.80
October 29	.90
November 30	1 year

* Assuming contributions are reported for this day

Jane is 53 years old and had 29.80 years of service credit at the end of 2010. She will be first eligible to retire with 30 years of service, so she needs .20 of a year of service credit. Using the chart above, we find that her tentative first eligible date for retirement is February 15, 2011.

LASERS

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The Louisiana State Employees' Retirement System (LASERS) distributed
this document digitally. No publication costs were incurred.