

# Membership Handbook



Louisiana State Employees' Retirement System  
as of January 2012

# Transfers and Reciprocal Recognition From Other Retirement Systems

If you have service credit in more than one state, municipal, or parochial retirement system in Louisiana, you may apply for a reciprocal recognition or an actuarial transfer of service credit

## **Reciprocal Recognition (La. R.S. 11:142)**

A reciprocal agreement is the recognition of your service credit in one Louisiana retirement system by another Louisiana retirement system. To be eligible for retirement, you must meet the highest age and years of service requirement of each system for which you hold membership. At the time of retirement, you will receive benefits from both retirement systems.

To apply for a reciprocal recognition of service, you must submit to LASERS:

- Form 2-03, *Application for Reciprocal Recognition of Service*

## **Actuarial Transfer (La. R.S. 11:143)**

An actuarial transfer of service is the transfer from one Louisiana retirement system to another of your service credit, accumulated employee and employer contributions, and interest. A transfer of service into LASERS will allow you to receive benefits from LASERS for all service. You must be employed in a LASERS eligible position for at least six months before you can apply for a transfer.

To apply for an actuarial transfer, you must submit to LASERS:

- Form 2-04, *Application for Transfer of Creditable Service*
- A \$150.00 nonrefundable actuarial calculation fee made payable to LASERS

## **Restoring Refunded Service Credit to Transfer/Reciprocate (La. R.S. 11:144)**

If you are currently a member of another Louisiana state retirement system with at least six months of service credit, you may repay a prior refund from LASERS for the purpose of either actuarially transferring or reciprocating this service credit.

In order to restore the refunded service credit, you must submit to LASERS:

- Form 2-12, *Application for Repayment of Refunded Service to Reciprocate/Transfer*

You will receive an invoice for the cost to restore the service. You must contact your current Louisiana retirement system to apply for either an actuarial transfer or a reciprocal recognition of this service. Please see the chapter on Refunds for additional information.

# LASERS

## **Contact Information**

**Location:** 8401 United Plaza Blvd. • Baton Rouge, LA 70809

**Mail:** P.O. Box 44213 • Baton Rouge, LA 70804-4213

**Phone:** (toll-free) 800.256.3000 • (local) 225.922.0600

**Web:** [www.lasersonline.org](http://www.lasersonline.org)

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