Employees' Retirement System of Georgia

ERS or TRS Vested Members Election Form

Teachers Retirement System of Georgia

Eligibility and Election Requirements

Who Can Use This Form

A vested member (10 or more years of creditable service, excluding forfeited leave) of the Employees' Retirement System (ERS) or the Teachers Retirement System (TRS) who becomes employed in a position covered by the other System may elect to remain a member of their vested System.

This election must be made in writing to the Boards of Trustees no later than 60 days after first becoming employed in a position covered by the other System. The election is irrevocable.

[O.C.G.A. § 47-2-181(c)(1-4); O.C.G.A. § 47-3-81(b)(1-5)]

Election Deadlines

- **A new ERS or TRS Vested Members Election Form must be completed each time an eligible employee is hired.**
- **The election must generally be made within 60 days of hire.** If no timely election is made, the employee will be enrolled in the retirement system applicable to the position.
- **ERS GSEPS members should make their election within one week of hire.** A delayed election may affect earnings and could result in an unintended distribution of 401(k) funds.

Employer Responsibilities

- Include this form in the new-hire process for employees who may be eligible to make a vested membership election.
- Direct eligible employees to review the Vested Member Decision Guide on page 5 before making an election.
- Complete the employer information and applicable certification on page 4.
- For a TRS election, certify that the employee is employed by an ERS-covered employer on a permanent basis at 50% time or greater, is a vested TRS member, is not a retiree, and provide total years of TRS creditable service.
- Submit the completed election form (pages 3–4) to both ERSGA and TRSGA within the applicable deadline.

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How to Complete and Submit the Form

Employee: Complete Page 3

1. Review the ERS -TRS Vested Member Decision Guide on page 5.
2. Complete the employee information section.
3. Choose the employment situation that applies to you and make one retirement plan election.
4. Sign and date the form.
5. Return the completed form to your HR or Payroll Department.

Employer: Complete Page 4

1. Complete the employer information and certification.
2. For a TRS election, provide the employee's years of creditable TRS service and complete the TRS-specific certifications.
3. Sign and date the employer certification.
4. Submit pages 3–4 to both ERSGA and TRSGA.

Form Submission

Submit the completed election form (pages 3–4) to both ERSGA and TRSGA using one of the methods below.

Method	Employees' Retirement System of Georgia	Teachers Retirement System of Georgia
Upload	ERSGA Employer Portal *Employer Desktop > Document Upload*	TRS Employer Portal Upload completed form if already reporting to TRS each month.
Mail	Two Northside 75, Suite 300 Atlanta, GA 30318-7778	Two Northside 75, Suite 100 Atlanta, GA 30318
Fax	404-350-6308	404-352-4885

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Section 1: Employee Information and Election

Last Name: _____ First Name: _____

Address: _____

City: _____ State: _____ ZIP: _____

SSN: _____ Birth Date: _____ Hire Date: _____

Retirement Plan Election to the Boards of Trustees of ERS and TRS

Complete only the section that applies to you and select one retirement plan election.

1. Vested ERS member - TRS-covered position, 35+ hours per week

Complete this section if you are a vested ERS member employed by an TRS-covered employer in a permanent position scheduled for 35 or more hours per week.

Choose one:

☐ I elect to remain a member of the Employees' Retirement System of Georgia (ERS).

☐ I elect to become a member of the Teachers Retirement System of Georgia (TRS)

2. Vested TRS member - ERS-covered position, 35+ hours per week

Complete this section if you are a vested TRS member employed by an ERS-covered employer in a permanent position scheduled for 35 or more hours per week.

Choose one:

☐ I elect to remain a member of the Teachers Retirement System of Georgia (TRS).

☐ I elect to become a member of the Employees' Retirement System of Georgia (ERS).

3. Vested TRS member - ERS-covered position, fewer than 35 hours per week

Complete this section if you are a vested TRS member employed by an ERS-covered employer in a permanent, 50% or greater basis but work fewer than 35 hours per week and do not meet ERS membership eligibility requirements.

Choose one:

☐ I elect to retain my TRS membership.

☐ I elect to become a member of the Georgia Defined Contribution Plan (GDCP).

Acknowledgements

I understand that this election is final and cannot be changed unless my employer changes. I also understand that by electing to remain in my vested retirement system, I forfeit any rights I could otherwise accrue under the other System.

Signature: _____ **Date:** _____

Employees' Retirement System of Georgia

ERS or TRS Vested Membership Election

Teachers Retirement System of Georgia

Section 2: Employer Information and Certification

Employer Name: _____ Employer Code: _____

Authorized Representative: _____ Title: _____

Employee Hire Date: _____ Scheduled Weekly Hours: _____

Employer Certification

By signing below, I certify that:

- The employee's employment information shown above is accurate.
- The employee is **employed on a permanent, 50% or greater basis.**
- The employee is **not a ERS or TRS retiree**.

Important: Retiree employment is subject to specific requirements that may affect employment and retirement plan eligibility. If you are hiring a retiree or are unsure whether an election is permitted, contact ERS or TRS before submitting this form.

Required For TRS Election

Complete this section if the employee is electing TRS membership.

☐ I certify, to the best of my knowledge, that the employee is a vested member of the Teachers Retirement System of Georgia (TRS).

Total TRS creditable service: _____ years

Employer Authorized Signature: _____ **Date:** _____

Employees' Retirement System or Teachers Retirement System Vested Member Decision Guide

As a Vested member of the Employees' Retirement System (ERS), if you accept employment covered by the Teachers Retirement System (TRS), you have the choice of continuing your ERS membership or becoming a TRS member. The election to continue ERS membership must be made in writing within 60 days of hire.

Please note**:** Membership in the ERS New Plan is now closed. If you are a New Plan member and decide to transfer your membership to TRS, you waive all rights to future benefits under the New Plan. If you subsequently return to ERS, you will join based on the rules at that time, currently GSEPS.

Plan Comparison			
Plans	**ERS (New Plan)**	**ERS (GSEPS)**	**TRS**
Employee Contribution	1.5%	1.25%	6%
Group Term Life Insurance[1] (not Flex)	Yes	No	No
Formula Salary	Highest 24 Consecutive Months Salary	Highest 24 Consecutive Months Salary	2 Highest Consecutive Years of Membership Service
Benefit Formula	(Years of Service) x (Formula Salary) x 2%	(Years of Service) x (Formula Salary) x 1%	(Years of Service) x (Formula Salary) x 2%
Post-Retirement Benefit Adjustments (COLA)	At the discretion of the Board of Trustees For more information on current and past Post Retirement Benefit Adjustments, see: ers.ga.gov/prba_history	Membership on or after July 1, 2009 are not eligible for COLAs -	Generally, 1.5% every Jul 1 and Jan 1. Verify with TRS.
Employer 401(k) Contribution	No	Dollar for dollar up to 5%. At 6 years of service, 0.5% increase each year until year 13, at a max of 9% for members saving at least 5%.	No
Transfer Provisions Please note: This is a summary only, and more details will be available upon transfer.	Transfer to TRS To receive your full ERS service, you must pay the difference in your ERS contribution amount transferred to TRS and what your contributions would have been under TRS. Otherwise, pro-rata service will be credited.	Transfer to TRS ERS will calculate your Accrued Benefit in GSEPS. Upon transfer to TRS, your GSEPS service will count fully toward benefit eligibility. Your TRS benefit will be based on your TRS service only plus your GSEPS Accrued Benefit.	Transfer to GSEPS TRS will calculate your Accrued Benefit in TRS. Upon transfer to GSEPS, your TRS service will count fully toward benefit eligibility. Your GSEPS benefit will be based on your GSEPS service only plus your TRS Accrued Benefit.

[1] Active New Plan members, and terminated New Plan members with at least 18 years of service, are covered by Group Term Life Insurance (GTLI). Members eligible for GTLI immediately prior to retirement will continue GTLI coverage after retirement with no further premiums. If you transfer your service to TRS, GTLI coverage will stop and you will not be covered by GTLI at retirement.