

**New York State Employees' Retirement System Membership  
For Student Assistants and College Work Study Students  
Employed on the New York State Payroll**

The Office of The State Comptroller has advised that Student Assistants and College Work Study Students on the New York State payroll are eligible for membership in the NYS Employees' Retirement System.

Membership in the NYS Employees' Retirement System (ERS) is *optional, except as noted below*, and is effective the date your application is received by the retirement system. Once you have joined, you may not withdraw your membership as long as you remain on the payroll of an employer who participates in ERS.

If you are already a member of ERS, we must have your membership number so that your service at Buffalo State College can be properly reported.

If you elect to join the retirement system, you will be required to contribute a percentage of your gross salary (through payroll deduction) throughout your entire active membership. Contributions are deducted on a pre-tax basis.

Employees are vested (entitled to a pension at retirement) upon completing ten years of full time service. As a part time employee, you will accrue less (perhaps much less) than a year's service credit for each year of employment. Employees who do not vest, as well as those with less than 5 years of service, may withdraw their contributions, plus interest, at the time they leave service.

For further information on ERS benefits visit <http://www.osc.state.ny.us/retire>. If you have any questions or would like to receive a brochure or membership application, please contact Human Resource Management, CLEV 403, ext. 4821.

Please indicate below if you currently hold a membership in the NYS Employees Retirement System or whether you wish to join or decline membership at this time.

- I am presently a member of the NYS Employees' Retirement System  
Membership #: \_\_\_\_\_ Date of Membership: \_\_\_\_\_
- I wish to join the NYS Employees' Retirement System  
**Note: An application for membership will be sent to you to complete and return to Human Resource Management, CLEV 403. Membership is effective the date your application is received by the retirement system.**
- I am not a member of the NYS Employees' Retirement System, and I do not wish to join at this time.

Print Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Check One:                       Student Assistant Payroll                       College Work Study Payroll

Date: \_\_\_\_\_ Address: \_\_\_\_\_  
(If you wish to join ERS, a membership application will be sent to the address provided)

**PLEASE RETURN SIGNED COPY TO HUMAN RESOURCES MANAGEMENT, CLEV 403**