



MICHIGAN OFFICE OF RETIREMENT SERVICES

Big Plans. Small Steps.

P.O. Box 30171 · Lansing, MI 48909-7671

www.michigan.gov/ors

Toll Free: 800-381-5111

Local: 517-284-4400

Fax: 517-284-4416

Part-Time Student Employee Retirement Plan Participation

For part-time students employed by the community college in which they are enrolled.

In accordance with Public Act 328 of 2018, community college employees with a part-time student status can elect to opt in or opt out of participation in the Michigan Public School Employees' Retirement System.

Please research your options carefully before making an election. To learn more about the retirement plan and to help you make an informed decision, visit *WEBSITE* If the Office of Retirement Services (ORS) does not receive your form by the deadline, your participation in the retirement system as a part-time student employee will end.

Section I – Personal Information

MEMBER'S NAME (LAST, FIRST, M.I.)	MEMBER ID
MAILING ADDRESS	DAYTIME TELEPHONE - -
CITY, STATE, ZIP CODE	EMAIL ADDRESS

Section II – Retirement Plan Participation

Your election to opt-in or opt-out of participation in the retirement system as a part-time student employee is irrevocable.

- Opt-In to Retirement System Participation** I voluntarily elect to have my community college employment as a part-time student continue to be a part of the retirement system. I understand that retroactive to my date of employment, I may be responsible for the employee contributions that may have been in effect during my employment.
- Opt-Out of Retirement System Participation** I voluntarily elect to not have my community college employment as a part-time student be a part of retirement system effective July 1, 2018.

If you were a part-time student and worked at a Michigan community college before July 1, 2014, there is a chance you may be able to add that employment to your retirement account. Visit michigan.gov/ccstudents for more information.

Section III – Plan Selection Approval (*Signature required*)

I acknowledge that my election is based on my individual circumstances. I understand that this election is based on current federal and state law, which takes precedence over any contrary information contained in this election form, and that those federal and state laws may change in the future and have an impact on the election I have made. I understand this is a one-time opportunity and that this completed form must be received by ORS no later than 5:00 p.m. EDT on June 28, 2019. I understand that this election of participation is irrevocable.

SIGNATURE	DATE
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Instructions

Please research your options carefully before completing this form. To learn more about the retirement plan and to help you make an informed decision, visit *WEBSITE*

Return the completed *Part-time Student Retirement Plan Participation* form (R3757C) form to ORS.

The form must be received by ORS no later than **5:00 p.m. EDT on June 28, 2019.**

If your form is not received by the deadline, your participation in the retirement system as a part-time student employee will end. This is a one-time election and it is irrevocable. You will not be able to opt-in after the deadline.

Return this form to:
ORS
P.O. Box 30171
Lansing, MI 48909-7671

Or FAX to:
517-284-4416

EXAMPLE

