



# COMPLETING A REQUEST FOR ADDITIONAL INFORMATION



Salary histories for the five-year period preceding retirement have an impact on the computation of benefits for many retiring educators. Therefore, employers are asked to complete a request for additional information if the member has a contract crossing fiscal years or has had supplemental earnings in the five-year period preceding the member's retirement. Use the information below as a guideline when completing the request for additional information.

	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021
Member Contribution Rate	14.00%	14.00%	14.00%	14.00%	14.00%
<b>General Information</b>					
1. Position employee held	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
2. Contract amount	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
3. Unearned amount for board approved docked days	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
4. Amount of compensation reported during the fiscal year listed but earned in the prior fiscal year and not backposted. Do not list accrued wages.	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
5. Contract specified to begin	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
6. Contract specified to end	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
7. Number of days in contract	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

**Line 1: Position employee held.** The position the member held for the respective fiscal year.

**Line 2: Contract amount.** The amount of the member's full contract.

**Line 3: Unearned amount for board-approved docked days.** Deducted amount for board-approved docked days or unearned contract amounts.

**Line 4: Amount of compensation reported during the fiscal year listed but earned in the prior fiscal year and not backposted.** Any amount reported and/or paid in the current year, but actually earned in the prior fiscal year and no account correction (backposting) was made. Do not report accrued contributions on this line.

**Line 5: Contract specified to begin.** The beginning date of the respective contract.

**Line 6: Contract specified to end.** The ending date of the respective contract.

**Line 7: Number of days in contract.** The number of days of service rendered under the member's full contract.

Supplemental or Additional Earnings.						
8.	Pickup included in compensation for retirement purposes indicate percentage	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
9.	Earnings for extended days	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
10.	Supplemental Earnings					
	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
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	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<b>Total Supplemental Earnings</b>						
<b>Complete line 11 only if the employee had a contract beginning on Aug 1 and the employee worked under the contract in July. (Colleges and universities do not need to complete this portion)</b>						
11.	Portion of previous year's contract included in this year's Annual Report	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<b>For STRS use only</b>						
<b>Total</b>		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

**Line 8: Pickup included in compensation for retirement purposes.** The percentage of pickup only if included in compensation for retirement purposes (pickup-on-pickup).

**Line 9: Earnings for extended days.** Extended days occur outside the beginning and ending contract dates. (Generally not applicable to college and university employers.)

**Line 10: Supplemental earnings.** List all supplemental earnings separately, giving a brief description of each.

**Line 11: Portion of previous year's contract included in this year's annual report.** Any amounts earned during the fiscal year that were included on the annual report for work under a prior year contract. (Generally not applicable to college and university employers.) **Only complete this line for individuals whose contracts cross fiscal years and who work in July.**