



2101 South Veterans Parkway
P.O. Box 19255
Springfield, IL 62794-9255

217-785-7444
Email: sers@srs.illinois.gov

BULLETIN

To: Agency Partners
Retirement Coordinators
Signature Designees
Payroll Coordinators

From: State Employees' Retirement System

RE: Optional Service Purchase Requests and Estimates

Date: November 12, 2021

The State Employees' Retirement System (SERS) is pleased to announce the launch of the optional service purchase module on the SRS Member Services and Employer Website effective after the first of the year.

The modernized system provides members several benefits including:

- The ability to request and track optional service purchase estimates including qualifying periods, short periods, repayment of refunds, active military service, leaves of absence, and many others. (Replaces completing SERS Form 20003).
- Select payment options on-line with immediate notification and verification to member, SERS, and member's agency (in the case of payroll deduction).
- In the case of partial purchases like active military service and repayment of refunds, member will be able to adjust the estimate to the most affordable level by adjusting the number of months requested through the website.
- Track the payments that been applied to the service purchase (coming soon) to determine when it will be paid-off.
- Notification of missed payments so that member and agency can get payments caught up prior to the end of the contract.

The modernized system provides the payroll agency with several benefits including:

- The ability to request optional service purchase estimates on the member's behalf. (Replaces SERS Form 2003).
- Tracking of the installment deductions to be added to upcoming payrolls by pay period (B082 or 4082).
- Tracking of deductions to be updated or removed from upcoming payrolls by pay period (B082 or 4082).
- Track service purchases requests whether submitted by the agency on behalf of the member or by the member, directly.
- Notification of missed payments so that member and agency can get payments caught up prior to the end of the contract.

Watch for more details on an upcoming payroll bulletin. SERS payroll bulletins can be found at:

<https://www2.illinois.gov/sites/SRS/SERS/Publications/Pages/Payroll-Bulletin-Archive.aspx>