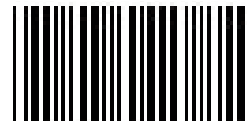


**MARYLAND STATE RETIREMENT AGENCY  
120 EAST BALTIMORE STREET  
BALTIMORE, MARYLAND 21202-6700**

**CLAIM OF RETIREMENT CREDIT  
FOR MILITARY SERVICE**



FOR RETIREMENT USE ONLY

FORM 43 (REV. 5/24)

**IMPORTANT:** Please see the accompanying page of this form, "Important Points to Know," for information on making a claim for retirement credit for your military service. Print in ink. To verify your military service, attach the appropriate documentation: Form DD-214, documentation of your retirement points history, certified orders, Form NGB-23 or similar form, proof of attendance at a United States service academy, Form NF56-16, or Statement of Service (PHS 1867/2893). Make a copy of this completed form for your records.

**Need Help?** If you need assistance to complete this form, call a retirement benefits specialist at 410-625-5555 or 1-800-492-5909.

APPLICANT'S SOCIAL SECURITY NUMBER

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APPLICANT'S HOME PHONE NUMBER

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APPLICANT'S NAME

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First

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Initial

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Last

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HOME ADDRESS

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Number and Street

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

City

State

ZIP Code

EMAIL ADDRESS

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**To the Board of Trustees.**

I claim retirement credit for the following period of military service:

FROM \_\_\_\_\_ TO \_\_\_\_\_  
Date of Entry Date of Discharge Branch of Armed Services

I hereby certify that I am not eligible to receive credit for this period of military service from any other retirement system for which retirement benefits have been or will be received, except for credit for military service provided under the Social Security Act, National Railroad Retirement Act, Title 3 or Title 10, Chapter 1223, Sections 12731 through 12737 of the United States Code, or disability payments from a pension or retirement system.

I promise to notify the Maryland State Retirement Agency in writing if I should receive retirement credit or benefits for this period of military service in the future. I understand that the agency may stop paying benefits to me if I am receiving any benefit (other than from the Maryland State Retirement and Pension System) for this period of military service.

I understand that any retirement credit granted me for my military service will remain in my account and I cannot ask for it to be removed at a later date.

Complete Signature

Date Signed

**Mail completed form and required attachments to:  
Maryland State Retirement Agency • 120 East Baltimore Street • Baltimore, MD 21202-6700**

# Important Points To Know...

when filing the

## *Claim of Retirement Credit for Military Service (Form 43)*

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Please review the following information in regard to requesting retirement credit for military service. If you need assistance, please call 410-625-5555 or 1-800-492-5909.

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- ☐ Retirement credit for military service must be claimed prior to retirement. Retirees are not eligible to make a claim for retirement credit for their military service.
- ☐ Completion of a *Claim of Retirement Credit for Military Service (Form 43)* does not automatically grant you additional retirement service.
- ☐ Allow 30-45 days for the Maryland State Retirement Agency to review and process your claim. You will be notified in writing regarding the outcome of your claim.
- ☐ Once retirement credit for military service has been added to your membership record, it cannot be removed.
- ☐ You may not receive retirement credit for military service if you will receive credit for the same military service under any other pension system. This restriction includes military pensions, but does not apply to benefits paid under Social Security, the National Railroad Retirement Act, or to any National Guard, Reserve or disability pension.\*
- ☐ Military service that may qualify for retirement service credit:
  - ☐ Inactive duty in the National Guard or in a reserve component of the Armed Forces of the United States
  - ☐ Active duty/active duty training in any reserve unit or guard unit which occurred prior to your date of enrollment
  - ☐ Active duty in the Armed Forces of the United States
  - ☐ Attendance at a United States service academy
  - ☐ Active duty with the Commissioned Corps of the Public Health Service, the National Oceanic and Atmospheric Administration or the Coast and Geodetic Survey.
- ☐ For members of any state system, except the Legislative Pension Plan:
  - ☐ A maximum of five years of retirement credit can be granted for military service that preceded membership.
  - ☐ In order to claim retirement credit for military service that preceded membership, you must have 10 years of creditable service earned through employment as a member of the state system.
  - ☐ A maximum of five years of military credit can be granted for military service that interrupted membership.\*\*

\* Disability payments from the Department of Veterans Affairs are not included, as they are not from a pension or retirement system.

\*\* There is an exception for members that meet the Uniformed Services Employment and Reemployment Rights Act (USERRA) guidelines.

*Continued on following page.*

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The Maryland State Retirement and Pension System  
120 East Baltimore Street · Baltimore, MD 21202-6700

[sra.maryland.gov](http://sra.maryland.gov)

# Important Points to Know when filing the *Claim of Retirement Credit for Military Service* (Form 43)

*Continued from previous page.*

☐ For members of the Legislative Pension Plan:

- ☐ A maximum of three years of retirement credit can be granted for military service that preceded membership.
- ☐ In order to claim retirement credit for military service that preceded membership, you must have eight years of creditable service earned through employment as a legislator in the Legislative Pension Plan.
- ☐ A maximum of three years of military credit can be granted for military service that interrupted membership.\*\*

☐ To claim retirement credit for military service that interrupted your membership you must return to work within one year of your discharge from active duty or training and not accept any other permanent employment between your date of discharge and your return to work date.

☐ When applying for military service credit that interrupted membership, please provide a document from your employer confirming the date that you returned to employment.

☐ Along with the *Claim of Retirement Credit for Military Service* (Form 43), please include the appropriate documentation to verify your military service:

- ☐ DD-214
- ☐ Documentation of your retirement points history
- ☐ Certified orders
- ☐ NGB-23 or similar form
- ☐ Proof of attendance at a United States service academy
- ☐ NF56-16
- ☐ Statement of Service (PHS 1867/2893)

☐ If you cannot locate your military documentation please visit [www.archives.gov/veterans](http://www.archives.gov/veterans). For Maryland National Guard members, please call 410-576-6000. For all other National Guard members, please contact the Military Personnel office of the Guard headquarters in the state in which you were last a Guard member.

☐ Additional information on military service credit is available online at [sra.maryland.gov](http://sra.maryland.gov).

\*\* There is an exception for members that meet the Uniformed Services Employment and Reemployment Rights Act (USERRA) guidelines.