

HELP GUIDE

Purchase of Prior Service Estimator for Hybrid Retirement Plan Members

If you have prior federal or other public service, active duty military service, VRS refunded or non-covered service, or certain types of authorized leave, you may be eligible to purchase this prior service (PPS) to increase your future retirement benefit or to qualify for retirement at an earlier date under the defined benefit component of your plan. It also counts toward vesting in the defined benefit and defined contribution components of your plan, as well as toward qualifying for the retiree health insurance credit if offered by your employer.

VRS has developed an [online tool](#) to estimate the cost to purchase prior service at approximate normal cost. The estimator will be most helpful to new enrollees in the Hybrid Retirement Plan. You can obtain official cost letters from your human resource office or, in some instances, VRS. Your human resource office can advise you regarding the types of service eligible for purchase and acceptable payment methods, and obtain any additional paperwork needed to complete a purchase, such as military service discharge papers.

How to Use the Hybrid Retirement Plan Purchase of Prior Service Estimator

1. Visit <http://www.varetire.org/hybrid-estimator>
To generate an estimate, you must complete all fields.
2. Choose service type (e.g., refunded, military service, public service).
3. Choose months of service to purchase (based on your past service and VRS maximum allowable amounts).
4. Enter current annual salary (up to a maximum of \$255,000).
5. Click “Estimate” to view your estimated cost to purchase. *Estimates are not final.*

Important note. Members have one year from their date of hire to arrange to purchase all but refunded prior service at approximate normal cost. After that one-year period, the rate for most categories of service will change to actuarial cost for all new members. Eligibility and cost calculations are governed by the *Code of Virginia* and are subject to change.

Additional Resources

- [Purchase of Prior Service - Overview](#)
- [Types of Prior Service](#)
- [Payment Methods](#)
- [Cost and Eligibility Periods](#)
- [How to Apply](#)
- [Purchase of Prior Service Quick Facts](#)
- [Hybrid Retirement Plan Handbook](#)