



**Public Employees' Retirement System of Nevada**  
693 W. Nye Lane, Carson City, NV 89703 (775) 687-4200 Fax (775) 687-5131  
5740 S. Eastern Ave., Suite 120, Las Vegas, NV 89119 (702) 486-3900 Fax (702) 678-6934  
Toll Free 1-866-473-7768 Website www.nvpers.org

**School District Classified Staff Certification**

Member Name: \_\_\_\_\_ Last Four Digits of SSN: \_\_\_\_\_

Complete Parts I and II and return form to PERS office.

**PART I - MEMBER ACKNOWLEDGMENT**

(Member Completes)

School District employees who work less than 12 months in a school year earn one and one third days for each day worked of additional service credit that is applied after the termination date. I understand that my retirement effective date will only be after all additional service credit is applied to my account.

\_\_\_\_\_  
Member Signature

\_\_\_\_\_  
Date

**PART II - EMPLOYER CERTIFICATION**

(Public Employer Completes)

First day worked in the current school year was \_\_\_\_\_.

The member works (please mark)  9 months  10 months  11 months  12 months

The last day of member's employment will be \_\_\_\_\_.

Member has been on leave without pay from \_\_\_\_\_ to \_\_\_\_\_.

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Agency Liaison Officer/Signature Authority

\_\_\_\_\_  
Date

\_\_\_\_\_  
Agency Name

\_\_\_\_\_  
Agency Number

**PERS CALCULATION**

(PERS Completes)

Additional service credit will be earned through \_\_\_\_\_ and the retirement effective date is extended to \_\_\_\_\_.

\_\_\_\_\_  
PERS Representative

\_\_\_\_\_  
Date