

**SECTION 1: PERSONAL INFORMATION (all fields required)**

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Employee's Full Name: First M.I. Last OSU Employee ID#

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Daytime Phone Number OSU Email Address Social Security Number Hire/Rehire Date

List all Ohio State departments that currently employ you:

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Have you worked in any Ohio State departments during the previous 12 months?  yes  no

If yes, your prior elections are **IRREVOCABLE** and **CANNOT** be changed until you have a break in service. Please refer to [hr.osu.edu/benefits/ga\\_studentemployeebenefits.aspx](http://hr.osu.edu/benefits/ga_studentemployeebenefits.aspx) for more details.

**SECTION 2: RETIREMENT ELECTION**

I certify that I am a graduate teaching associate (GTA) employee of The Ohio State University and have an existing open STRS account. I have read my retirement options as described in the *Student Employee Retirement Options* brochure and listed online at [hr.osu.edu/benefits/ga\\_studentemployeebenefits.aspx](http://hr.osu.edu/benefits/ga_studentemployeebenefits.aspx) and hereby elect the following retirement option:

 **STRS Retirement Enrollment Request**

By choosing this retirement option I am electing to continue to be a member of the State Teachers Retirement System of Ohio (STRS) and certify that I am a GTA with an existing open account with STRS.

The decision to contribute to a retirement system is effective on my eligible employment start date. I understand that any retirement contributions will be recovered through payroll deduction back to the effective date, if necessary. This irrevocable decision will remain in effect while I am continuously<sup>1</sup> employed with Ohio State.

<sup>1</sup>Continuously employed is a period in which you are working and attending classes at Ohio State and do not have a break in service between each period of employment and/or enrollment.

**SECTION 3: CERTIFICATION**

In addition to this Student Retirement Election Form, I also understand that I am required to complete Form SSA-1945 –*Statement Concerning Your Employment in a Job Not Covered by Social Security* ([hr.osu.edu/forms/#studentretirement](http://hr.osu.edu/forms/#studentretirement)).

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Student Signature – must be in blue or black ink

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Date

**Keep a copy of this form for your personal records as it may prove to be valuable documentation.**

For additional information, contact the Office of Human Resources Customer Service Center at:  
**614-292-1050, 800-678-6010**, fax: **614-292-6235**, [service@hr.osu.edu](mailto:service@hr.osu.edu) or [hr.osu.edu](http://hr.osu.edu).

**Return completed Student Retirement Election Form, Form SSA-1945, within 30 days of your Ohio State eligibility date to:**  
The Ohio State University, Office of Human Resources, Retirement Services/  
Student, Suite 300, 1590 N. High Street, Columbus, OH 43201-2190.