LOS ANGELES COMMUNITY COLLEGES
RETIREMENT UNIT
770 WILSHIRE BOULEVARD
LOS ANGELES, CA 90017

CALSTRS SERVICE CREDIT RESEARCH REQUEST

If there are discrepancies in your annual STRS statements the district will research your STRS service credit for the last five fiscal years, beginning with fiscal year 2004-2005. Please indicate below which years you are requesting us to research. When submitting this request please attach copies of your annual statement(s) that reflect the discrepancies and/or a Service Credit Breakdown which you can obtain by calling CalSTRS at (800) 228-5453. **Please note that the Service Credit Research may take anywhere from 45 days to 6 months to complete.**

Please print or type and ensure all information is provided as omissions can delay processing.

Last Name _____ First Name _____ Middle Name _____ Employee ID Number _____

Location _____ Anticipated Retirement Date _____ Contact Number _____

I AM REQUESTING A RESEARCH OF MY STRS SERVICE CREDIT FOR THE FOLLOWING FISCAL YEARS: *Mark all that apply.*

☐ 2004-2005 ☐ 2005-2006 ☐ 2006-2007

☐ 2007-2008 ☐ 2008-2009

☐ Other (please explain): _____

_____

_____

I fully understand that the requested audit of my payroll records may result in a reduction of my service credit.

_____ Signature _____ Date

Please submit your request to the address above or you can email your request to:

DORetirementUnit@email.laccd.edu

(for LACCD internal use only)

Date received: _____ **Researched by:** _____

Date researched: _____ **Date completed:** _____

Action/Status:

_____