



**RECORD OF PRIOR SERVICE
FOR BASIC RETIREMENT 401(a)
PLAN PARTICIPATION**

| | | | |
|--------------------|----------------------|----------------------------|--|
| Name _____ | | University ID Number _____ | |
| Last | First | MI | |
| Campus _____ | Campus Address _____ | Zip Code _____ | |
| Campus Phone _____ | Email Address _____ | | |

Employees who satisfy the eligibility requirements except for the two-year service provision **are required to enroll** in the Basic Retirement 401(a) Plan if proof of qualifying service with a prior employer whose primary purpose or activity provided a formalized program of education is submitted. Generally, service earned in any type of position including full-time, part-time, or temporary employment should be considered towards the prior service credit.

Employees who have qualifying prior service must complete the applicable section(s) below in order for the prior service to be considered for participation in the Basic Retirement 401(a) Plan. Please complete the information below with the month/year employment began and the month/year employment ended.

Employment at the University of Nebraska

| Campus | Types of Service (Check all that apply) | Dates of Employment (Start Date – End Date) | Years of Service (For Benefits Staff Use Only) |
|------------|--------------------------------------------|------------------------------------------------|---------------------------------------------------|
| _____ UNL | ___ Regular Full-time | _____ | _____ |
| _____ UNMC | ___ Regular Part-time | _____ | _____ |
| _____ UNO | ___ Temporary Full-time | _____ | _____ |
| _____ UNK | ___ Temporary Part-time | _____ | _____ |
| _____ UNCA | ___ Graduate Worker | _____ | _____ |
| | ___ Undergraduate | _____ | _____ |
| | ___ Student Worker | _____ | _____ |
| | ___ On-Call | _____ | _____ |

Other Employment

| Name of School | Types of Service (Check all that apply) | Dates of Employment (Start Date – End Date) | Years of Service (For Benefits Staff Use Only) |
|------------------------|--------------------------------------------|------------------------------------------------|---------------------------------------------------|
| _____ | ___ Regular Full-time | _____ | _____ |
| _____ | ___ Regular Part-time | _____ | _____ |
| _____ | ___ Temporary Full-time | _____ | _____ |
| City _____ State _____ | ___ Temporary Part-time | _____ | _____ |
| | ___ Graduate Worker | _____ | _____ |
| | ___ Undergraduate | _____ | _____ |
| | ___ Student Worker | _____ | _____ |
| | ___ On-Call | _____ | _____ |

| Name of School | Types of Service (Check all that apply) | Dates of Employment (Start Date – End Date) | Years of Service (For Benefits Staff Use Only) |
|------------------------|--------------------------------------------|------------------------------------------------|---------------------------------------------------|
| _____ | ___ Regular Full-time | _____ | _____ |
| _____ | ___ Regular Part-time | _____ | _____ |
| _____ | ___ Temporary Full-time | _____ | _____ |
| City _____ State _____ | ___ Temporary Part-time | _____ | _____ |
| | ___ Graduate Worker | _____ | _____ |
| | ___ Undergraduate | _____ | _____ |
| | ___ Student Worker | _____ | _____ |
| | ___ On-Call | _____ | _____ |

Employee Signature _____
Date