



# VETERANS' BUYBACKS

How To Determine the Amount a Member Is Eligible To Purchase

Patrick Charles, Assistant Deputy Director | PERAC  
January 29, 2026





## What are We Covering Today?

- Basics of military service buybacks
  - Who qualifies as a veteran?
  - How much does a buyback cost?
  - What information do you need?
- How do you calculate the amount of allowable purchase?
  - How to read the military forms.
  - How to do the calculation of allowable purchase.

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## Who Qualifies as a Veteran?

- (1) G.L. c. 4 s. 7 cl. 43rd 1st paragraph
  - Wartime Service — “Persian Gulf veteran” shall mean any person who performed such wartime service during the period commencing August 2, 1990, and ending on a date to be determined by presidential proclamation or executive order and concurrent resolution of the Congress of the United States.
  - 90 days one of which is wartime service, unless during wartime a person receives a service-connected disability, purple heart or dies.
  - 180 days active service in the Army, Navy, Marine Corps, Coast Guard or Air Force and was honorably discharged (c.116 of the Acts of 2004).

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### NOTES:

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## Creditable Service For Military Leave

- Mandatory creditable service for military leave under G.L. c. 32, s. 4(1)(h)
- c. 708 of the Acts of 1941
- USERRA- Uniformed Services Employment and Reemployment Rights Act of 1994

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## G.L. c. 32, s. 4(1)(h)

Notwithstanding the provisions of this chapter or any other general or special law, rule or regulation to the contrary, a member in service of a retirement system as defined in section 1 **shall be provided written notice by the retirement board upon entry into service** that if they qualify as a veteran who served in the armed forces of the United States, they shall be entitled to credit for active service in the armed services of the United States; provided, however, that such active service shall not be credited until such member, **prior to or within 1 year of vesting pursuant to this chapter**, has paid into the annuity savings fund of such system, in 1 sum or in installments, upon such terms and conditions as the board may prescribe, makeup payments, for each year of creditable service sought, of an amount equal to 10 per cent of the regular annual compensation of the member when said member entered the retirement system; provided further, that such creditable service shall not be construed to include service for more than 4 years; and provided further, that such creditable service shall not be allowed for any period of active service for which said veteran has received credit pursuant to this paragraph. This paragraph shall apply to national guard and active reserve personnel, both former and present. Creditable service time, both enlisted and commissioned, may be applied toward retirement on a ratio of 5 years of national guard service or 5 years of active reserve service substitutable for each year of active service. **National guard and active reserve personnel shall not be precluded from making said purchase if they qualify as a veteran after vesting or if they reach the maximum of 4 years of eligible service purchase after vesting and qualifying as a veteran; provided, however, that they enter into a purchase agreement within 5 years of the last occurring event.**

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### NOTES:

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## What Salary Do You Use?

- 10% of the regular annual compensation of the member when said member entered the retirement system.
- If member withdrew funds from one system and then seeks to buy vet time in your system, you use salary when he started your system.
- If transfer of funds use salary at 1<sup>st</sup> system.

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## Prior Active Duty and National Guard Leave For Active Duty

- Member may have prior active duty of less than 4 years which he is eligible to purchase.
- Member may be a member of the reserves or National Guard and may be eligible to purchase additional time at the 5 to 1 ratio.
- Can do 2 buybacks.

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### NOTES:

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## National Guard and Reserves

- National Guard and Reserves may purchase up to 4 years of time like all other service members.
- May have additional time to make service purchase.
- If they do not qualify as a veteran by the time they reach within 1 year of vesting or if they are not eligible for the full four-year buyback at that time they are given additional time.
  - Later of two dates: 5 years from when they qualify as a veteran, OR
  - 5 years from the date they qualify for the full 4 years of purchase.

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## NOTICE, NOTICE, NOTICE

- Boards **MUST** begin giving notice of the military service buyback provisions to EVERY new member when they enroll in the system.
- Boards should provide the updated Notice of Potential Veterans' Benefit Form available on PERAC's website to EVERY member when they enroll in your system.
  - Should be part of any new member enrollment packet.

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### NOTES:

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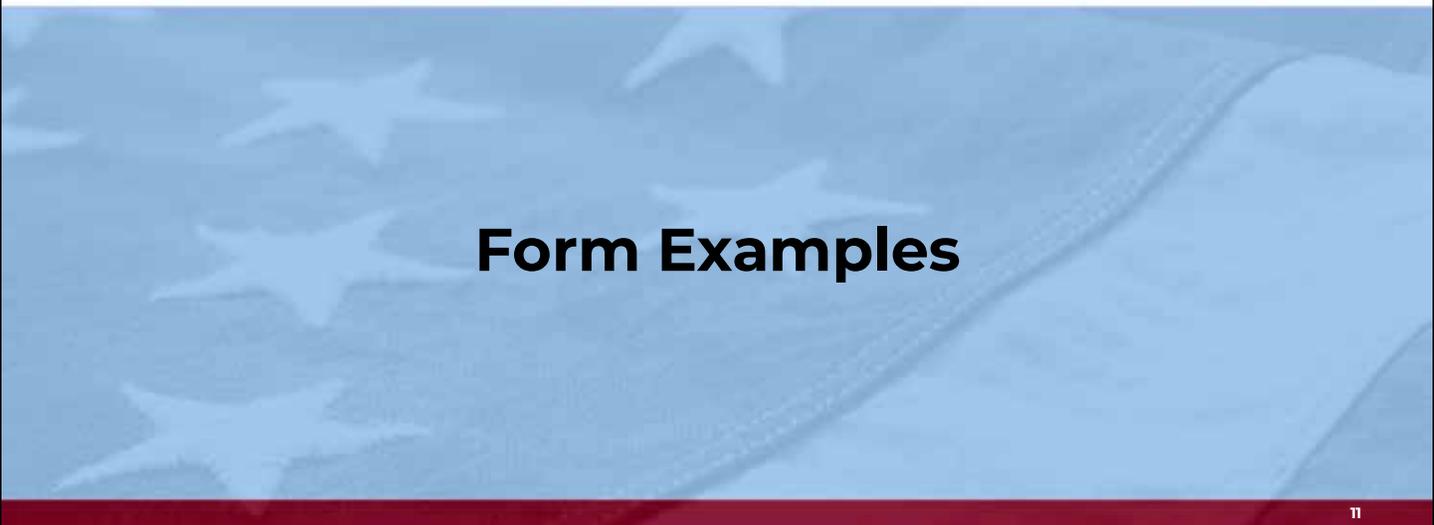
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# How to Calculate the Buyback

- First you should make sure the member has given you all the documents that you need.
  - **DD-214's:** could be multiple
  - **NGB-22:** National Guard members may have this form
  - **Points Statement:** National Guard and Reservists may have this form
  - **Discharge Papers:** Official document showing discharge date
  - Completed **Buyback Form**
  - You should also make sure that you have looked to see when the member entered a retirement system and have that date noted.



# Form Examples

## NOTES:

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DD FORM 214 (EXAMPLE 1): CERTIFICATE OF RELEASE OR DISCHARGE FROM ACTIVE DUTY

CAUTION: NOT TO BE USED FOR IDENTIFICATION PURPOSES

THIS IS AN IMPORTANT RECORD. SAFEGUARD IT.

ANY ALTERATIONS IN SHADED AREAS RENDER FORM VOID

**CERTIFICATE OF RELEASE OR DISCHARGE FROM ACTIVE DUTY**

This Report Contains Information Subject to the Privacy Act of 1974, As Amended.

1. NAME (Last, First, Middle)		2. DEPARTMENT, COMPONENT AND BRANCH ARMY/USAR		3. SOCIAL SECURITY NUMBER	
4a. GRADE, RATE OR RANK SPC	b. PAY GRADE E04	5. DATE OF BIRTH (YYYYMMDD)	6. RESERVE OBLIGATION TERMINATION DATE (YYYYMMDD) 20160702		
7a. PLACE OF ENTRY INTO ACTIVE DUTY AYER, MASSACHUSETTS		b. HOME OF RECORD AT TIME OF ENTRY (City and state, or complete address if known)			
8a. LAST DUTY ASSIGNMENT AND MAJOR COMMAND WT CO A WARRIORS FT DI MC			b. STATION WHERE SEPARATED FORT DIX, NJ 08640-5089		
9. COMMAND TO WHICH TRANSFERRED 342ND MILITARY POLICE DET DESK TM, AYER, MA 01434			10. SGLI COVERAGE		NONE
11. PRIMARY SPECIALTY (List number, title and years and months in specialty. List additional specialty numbers and titles involving periods of one or more years.) 31B10 V5 MILITARY POLICE - 2 YRS 8 MOS// NOTHING FOLLOWS		12. RECORD OF SERVICE			
		a. DATE ENTERED AD THIS PERIOD	2010	04	26
		b. SEPARATION DATE THIS PERIOD	2011	12	01
		c. NET ACTIVE SERVICE THIS PERIOD	0001	07	06
		d. TOTAL PRIOR ACTIVE SERVICE	0000	05	05
		e. TOTAL PRIOR INACTIVE SERVICE	0001	04	18
		f. FOREIGN SERVICE	0000	01	07
		g. SEA SERVICE	0000	00	00
		h. INITIAL ENTRY TRAINING	0000	00	00
		i. EFFECTIVE DATE OF PAY GRADE	2009	09	01
13. DECORATIONS, MEDALS, BADGES, CITATIONS AND CAMPAIGN RIBBONS AWARDED OR AUTHORIZED (All periods of service) AFGHANISTAN CAMPAIGN MEDAL W/ CAMPAIGN STAR // NATIONAL DEFENSE SERVICE MEDAL// GLOBAL WAR ON TERRORISM SERVICE MEDAL// ARMY SERVICE RIBBON// ARMED FORCES RESERVE MEDAL W/ M DEVICE// NATO MEDAL// NOTHING FOLLOWS		14. MILITARY EDUCATION (Course title, number of weeks, and month and year completed) NONE// NOTHING FOLLOWS			
15a. COMMISSIONED THROUGH SERVICE ACADEMY			YES	X	NO
b. COMMISSIONED THROUGH ROTC SCHOLARSHIP (10 USC Sec. 2107b)			YES	X	NO
c. ENLISTED UNDER LOAN REPAYMENT PROGRAM (10 USC Chap. 109) (If Yes, years of commitment: NA )			YES	X	NO
16. DAYS ACCRUED LEAVE PAID 8.5	17. MEMBER WAS PROVIDED COMPLETE DENTAL EXAMINATION AND ALL APPROPRIATE DENTAL SERVICES AND TREATMENT WITHIN 90 DAYS PRIOR TO SEPARATION			YES	NO
					X
18. REMARKS SERVED IN A DESIGNATED IMMINENT DANGER PAY AREA//SERVICE IN AFGHANISTAN 20100607-20100713//ITEM 12D ABOVE DOES NOT ACCOUNT FOR ANNUAL AND/OR WEEKEND TRAINING THIS SOLDIER MAY HAVE ACCOMPLISHED PRIOR TO DATE ENTERED IN ITEM 12A//INDIVIDUAL COMPLETED PERIOD FOR WHICH ORDERED TO ACTIVE DUTY FOR PURPOSE OF POST SERVICE BENEFITS AND ENTITLEMENTS//ORDERED TO ACTIVE DUTY IN SUPPORT OF OPERATION ENDURING FREEDOM IAW 10 USC 12302//MEMBER HAS COMPLETED FIRST FULL TERM OF SERVICE//MOBILIZATION ORDER: 10-028-0012 DTD: 20100128; MEDICAL HOLDOVER ORDER://SEE ATTACHED CONTINUATION SHEET The information contained herein is subject to computer matching within the Department of Defense or with any other affected Federal or non-Federal agency for verification purposes and to determine eligibility for, and/or continued compliance with, the requirements of a Federal benefit program.					
19a. MAILING ADDRESS AFTER SEPARATION (include ZIP Code)			b. NEAREST RELATIVE (Name and address - include ZIP Code)		
20. MEMBER REQUESTS COPY 6 BE SENT TO (Specify state/locality) MA OFFICE OF VETERANS AFFAIRS		X	YES		NO
a. MEMBER REQUESTS COPY 3 BE SENT TO THE CENTRAL OFFICE OF THE DEPARTMENT OF VETERANS AFFAIRS (WASHINGTON, DC)		X	YES		NO
21.a. MEMBER SIGNATURE	b. DATE (YYYYMMDD) 20111101	22.a. OFFICIAL AUTHORIZED TO SIGN (Typed name, grade, title, signature) ESIGNED BY: STURDIVANT.GENEVA.ANN.1203345964 GENEVA ANN STURDIVANT, GS07, CHIEF, TRNS CEN		b. DATE (YYYYMMDD) 20111101	

SPECIAL ADDITIONAL INFORMATION (For use by authorized agencies only)

23. TYPE OF SEPARATION RELEASE FROM ACTIVE DUTY		24. CHARACTER OF SERVICE (Include upgrades) HONORABLE	
25. SEPARATION AUTHORITY AR 635-200, CHAP 4		26. SEPARATION CODE MBK	27. REENTRY CODE NA
28. NARRATIVE REASON FOR SEPARATION COMPLETION OF REQUIRED ACTIVE SERVICE			
29. DATES OF TIME LOST DURING THIS PERIOD (YYYYMMDD) NONE			30. MEMBER REQUESTS COPY 4 (Initials) ARH

DD FORM 214, AUG 2009

PREVIOUS EDITION IS OBSOLETE.  
GENERATED BY TRANSPROD

SERVICE - 2



**DD FORM 214: CERTIFICATE OF RELEASE OR DISCHARGE FROM ACTIVE DUTY (Example 1)**

- Every member seeking to do a military service buyback or qualify for any veteran's benefits must have a DD-214 which shows that they meet the definition of a veteran in c. 4, s. 7 cl. 43<sup>rd</sup>.

**CAUTION: NOT TO BE USED FOR IDENTIFICATION PURPOSES**      **THIS IS AN IMPORTANT RECORD. SAFEGUARD IT.**      **ANY ALTERATIONS IN SHADED AREAS RENDER FORM VOID**

**CERTIFICATE OF RELEASE OR DISCHARGE FROM ACTIVE DUTY**  
This Report Contains Information Subject to the Privacy Act of 1974, As Amended.

**A** 1. NAME (Last, First, Middle)      2. DEPARTMENT, COMPONENT AND BRANCH (Army/USAR)      3. SOCIAL SECURITY NUMBER

4a. GRADE, RATE OR RANK      b. PAY GRADE      5. DATE OF BIRTH (YYYYMMDD)      6. RESERVE OBLIGATION TERMINATION DATE (YYYYMMDD) 20160702

7a. PLACE OF ENTRY INTO ACTIVE DUTY      b. HOME OF RECORD AT TIME OF ENTRY (City and state, or complete address if known)

8a. LAST DUTY ASSIGNMENT AND MAJOR COMMAND      b. STATION WHERE SEPARATED

**B** 9. COMMAND TO WHICH TRANSFERRED      10. RECORD OF SERVICE      11. MILITARY EDUCATION

**C** 12. REASON FOR SEPARATION

# DD Form 214: Certificate of Release or Discharge From Active Duty (Example 1/Callout A)

**CAUTION: NOT TO BE USED FOR IDENTIFICATION PURPOSES**      **THIS IS AN IMPORTANT RECORD. SAFEGUARD IT.**      **ANY ALTERATIONS IN SHADED AREAS RENDER FORM VOID**

**CERTIFICATE OF RELEASE OR DISCHARGE FROM ACTIVE DUTY**  
This Report Contains Information Subject to the Privacy Act of 1974, As Amended.

**A** 1. NAME (Last, First, Middle)      2. DEPARTMENT, COMPONENT AND BRANCH (ARMY/USAR)      3. SOCIAL SECURITY NUMBER

- The first thing to look for is the name and then the branch of the service.

**NOTES:**

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## DD Form 214: Certificate of Release or Discharge From Active Duty (Example 1/Callout B)

- Box 12 is going to tell you how much active duty time they had for this activation. It will also give you information about prior active and inactive duty time.

12. RECORD OF SERVICE	YEAR(S)	MONTH(S)	DAY(S)
a. DATE ENTERED AD THIS PERIOD	2010	04	26
b. SEPARATION DATE THIS PERIOD	2011	12	01
c. NET ACTIVE SERVICE THIS PERIOD	0001	07	06
d. TOTAL PRIOR ACTIVE SERVICE	0000	05	05
e. TOTAL PRIOR INACTIVE SERVICE	0001	04	18
f. FOREIGN SERVICE	0000	01	07
g. SEA SERVICE	0000	00	00
h. INITIAL ENTRY TRAINING	0000	00	00
i. EFFECTIVE DATE OF PAY GRADE	2009	09	01
14. MILITARY EDUCATION (Course title, number of weeks, and month and year completed)			
NONE//NOTHING FOLLOWS			

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## DD Form 214: Certificate of Release or Discharge From Active Duty (Example 1/Callout C)

**18. REMARKS** //////////////////////////////////////  
 SERVED IN A DESIGNATED IMMINENT DANGER PAY AREA//SERVICE IN AFGHANISTAN  
 20100607-20100713//ITEM 12D ABOVE DOES NOT ACCOUNT FOR ANNUAL AND/OR WEEKEND TRAINING  
 THIS SOLDIER MAY HAVE ACCOMPLISHED PRIOR TO DATE ENTERED IN ITEM 12A//INDIVIDUAL  
 COMPLETED PERIOD FOR WHICH ORDERED TO ACTIVE DUTY FOR PURPOSE OF POST SERVICE BENEFITS  
 AND ENTITLEMENTS//ORDERED TO ACTIVE DUTY IN SUPPORT OF OPERATION ENDURING FREEDOM IAW 10  
 USC 12302//MEMBER HAS COMPLETED FIRST FULL TERM OF SERVICE//MOBILIZATION ORDER:  
 10-028-0012 DTD: 20100128; MEDICAL HOLDOVER ORDER://SEE ATTACHED CONTINUATION SHEET  
 The information contained herein is subject to computer matching within the Department of Defense or with any other affected Federal or non-Federal agency for verification purposes and to determine eligibility for, and/or continued compliance with, the requirements of a Federal benefit program.

- Box 18 describes the active duty that was performed during the period referenced on a DD-214.

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### NOTES:

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# DD Form 214: Certificate of Release or Discharge From Active Duty (Example 1/Callout D)

SPECIAL ADDITIONAL INFORMATION (For use by authorized agencies only)		
23. TYPE OF SEPARATION RELEASE FROM ACTIVE DUTY	24. CHARACTER OF SERVICE (include upgrades) HONORABLE	
25. SEPARATION AUTHORITY AR 635-200, CHAP 4	26. SEPARATION CODE MBK	27. REENTRY CODE NA
28. NARRATIVE REASON FOR SEPARATION COMPLETION OF REQUIRED ACTIVE SERVICE		
29. DATES OF TIME LOST DURING THIS PERIOD (YYYYMMDD) NONE		30. MEMBER REQUESTS COPY 4 (initials) ARH
DD FORM 214, AUG 2009		PREVIOUS EDITION IS OBSOLETE. GENERATED BY TRANSPROG
		SERVICE - 2

- All DD-214's must have this section. Often it is cut off if a copy of the DD-214 is provided. This will tell you the reason for separation, whether the active duty was for training and most importantly whether the character of service was Honorable or Under Honorable Conditions.

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## DD FORM 214: CERTIFICATE OF RELEASE OR DISCHARGE FROM ACTIVE DUTY (Example 2)

- Remember active duty for training does not qualify someone as a veteran.

**RECORDS OF SERVICE**

RECORD	MONTHS	DAYS	
1. ACTIVE DUTY FOR TRAINING	2008	12	28
2. SEPARATION DATE THIS PERIOD	2009	04	01
3. MILITARY SERVICE THIS PERIOD	0000	00	00
4. MILITARY SERVICE THIS PERIOD	0000	00	00
5. FEDERAL SERVICE	0000	00	00
6. FEDERAL SERVICE	0000	00	00
7. FEDERAL SERVICE	0000	00	00
8. FEDERAL SERVICE	0000	00	00
9. FEDERAL SERVICE	0000	00	00
10. FEDERAL SERVICE	0000	00	00
11. FEDERAL SERVICE	0000	00	00
12. FEDERAL SERVICE	0000	00	00
13. FEDERAL SERVICE	0000	00	00
14. FEDERAL SERVICE	0000	00	00
15. FEDERAL SERVICE	0000	00	00
16. FEDERAL SERVICE	0000	00	00
17. FEDERAL SERVICE	0000	00	00
18. FEDERAL SERVICE	0000	00	00
19. FEDERAL SERVICE	0000	00	00
20. FEDERAL SERVICE	0000	00	00
21. FEDERAL SERVICE	0000	00	00
22. FEDERAL SERVICE	0000	00	00
23. FEDERAL SERVICE	0000	00	00
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25. FEDERAL SERVICE	0000	00	00
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27. FEDERAL SERVICE	0000	00	00
28. FEDERAL SERVICE	0000	00	00
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32. FEDERAL SERVICE	0000	00	00
33. FEDERAL SERVICE	0000	00	00
34. FEDERAL SERVICE	0000	00	00
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42. FEDERAL SERVICE	0000	00	00
43. FEDERAL SERVICE	0000	00	00
44. FEDERAL SERVICE	0000	00	00
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84. FEDERAL SERVICE	0000	00	00
85. FEDERAL SERVICE	0000	00	00
86. FEDERAL SERVICE	0000	00	00
87. FEDERAL SERVICE	0000	00	00
88. FEDERAL SERVICE	0000	00	00
89. FEDERAL SERVICE	0000	00	00
90. FEDERAL SERVICE	0000	00	00
91. FEDERAL SERVICE	0000	00	00
92. FEDERAL SERVICE	0000	00	00
93. FEDERAL SERVICE	0000	00	00
94. FEDERAL SERVICE	0000	00	00
95. FEDERAL SERVICE	0000	00	00
96. FEDERAL SERVICE	0000	00	00
97. FEDERAL SERVICE	0000	00	00
98. FEDERAL SERVICE	0000	00	00
99. FEDERAL SERVICE	0000	00	00
100. FEDERAL SERVICE	0000	00	00

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### NOTES:

DD FORM 214 (EXAMPLE 2): CERTIFICATE OF RELEASE OR DISCHARGE FROM ACTIVE DUTY

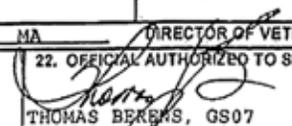
CAUTION: NOT TO BE USED FOR IDENTIFICATION PURPOSES THIS IS AN IMPORTANT RECORD. ANY ALTERATIONS IN SHADED AREAS RENDER FORM VOID

**CERTIFICATE OF RELEASE OR DISCHARGE FROM ACTIVE DUTY**

1. NAME (Last, First, Middle)		2. DEPARTMENT, COMPONENT AND BRANCH ARMY/USAR		3. SOCIAL SECURITY NUMBER		
4a. GRADE, RATE OR RANK PV2		b. PAY GRADE E02		6. RESERVE OBLIGATION TERMINATION DATE (YYYYMMDD) 20160702		
7a. PLACE OF ENTRY INTO ACTIVE DUTY FAIRHAVEN, MASSACHUSETTS			b. HOME OF RECORD AT TIME OF ENTRY (City and state, or complete address if known)			
8a. LAST DUTY ASSIGNMENT AND MAJOR COMMAND CO A 787TH MP BN TR TC			b. STATION WHERE SEPARATED FORT LEONARD WOOD, MO 65473-5000			
9. COMMAND TO WHICH TRANSFERRED 342ND MP DET BLDG 695, 118 JACKSON RD AYER, MA 01434-4021			10. SGLI COVERAGE <input type="checkbox"/> NONE AMOUNT: \$400,000.00			
11. PRIMARY SPECIALTY (List number, title and years and months in specialty. List additional specialty numbers and titles involving periods of one or more years.) 31B10 MILITARY POLICE - 00 YRS 00 MOS//NOTHING FOLLOWS		12. RECORD OF SERVICE		YEAR(S)	MONTH(S)	DAY(S)
		a. DATE ENTERED AD THIS PERIOD		2008	10	28
		b. SEPARATION DATE THIS PERIOD		2009	04	02
		c. NET ACTIVE SERVICE THIS PERIOD		0000	05	05
		d. TOTAL PRIOR ACTIVE SERVICE		0000	00	00
		e. TOTAL PRIOR INACTIVE SERVICE		0000	03	25
		f. FOREIGN SERVICE		0000	00	00
		g. SEA SERVICE		0000	00	00
h. EFFECTIVE DATE OF PAY GRADE		2008	07	03		
13. DECORATIONS, MEDALS, BADGES, CITATIONS AND CAMPAIGN RIBBONS AWARDED OR AUTHORIZED (All periods of service) NATIONAL DEFENSE SERVICE MEDAL//ARMY SERVICE RIBBON//NOTHING FOLLOWS			14. MILITARY EDUCATION (Course title, number of weeks, and month and year completed) MILITARY POLICE, 19 WEEKS, 2009//NOTHING FOLLOWS			
15a. MEMBER CONTRIBUTED TO POST-VIETNAM ERA VETERANS' EDUCATIONAL ASSISTANCE PROGRAM			<input type="checkbox"/>	YES	<input checked="" type="checkbox"/>	NO
b. HIGH SCHOOL GRADUATE OR EQUIVALENT			<input checked="" type="checkbox"/>	YES	<input type="checkbox"/>	NO
16. DAYS ACCRUED LEAVE PAID 0		17. MEMBER WAS PROVIDED COMPLETE DENTAL EXAMINATION AND ALL APPROPRIATE DENTAL SERVICES AND TREATMENT WITHIN 90 DAYS PRIOR TO SEPARATION			YES	NO
					NA	NA
18. REMARKS MEMBER HAS COMPLETED FIRST FULL TERM OF SERVICE//NOTHING FOLLOWS						

The information contained herein is subject to computer matching within the Department of Defense or with any other affected Federal or non-Federal agency for verification purposes and to determine eligibility for, and/or continued compliance with, the requirements of a Federal benefit program.

19a. MAILING ADDRESS AFTER SEPARATION (Include ZIP Code)		b. NEAREST RELATIVE (Name and address - Include ZIP Code)	

20. MEMBER REQUESTS COPY 5 BE SENT TO		MA	DIRECTOR OF VETERANS AFFAIRS	<input checked="" type="checkbox"/>	YES	<input type="checkbox"/>	NO
21. SIGNATURE OF MEMBER BEING SEPARATED		22. OFFICIAL AUTHORIZED TO SIGN (Typed name, grade, title and signature)					
		 THOMAS BERKENS, GS07					

SPECIAL ADDITIONAL INFORMATION (For use by authorized agencies only)

23. TYPE OF SEPARATION RELEASE FROM ACTIVE DUTY TRAINING		24. CHARACTER OF SERVICE (Include upgrades) HONORABLE	
25. SEPARATION AUTHORITY AR 635-200, CHAP 4		26. SEPARATION CODE MBK	
27. REENTRY CODE NA		28. NARRATIVE REASON FOR SEPARATION COMPLETION OF REQUIRED ACTIVE SERVICE	
29. DATES OF TIME LOST DURING THIS PERIOD (YYYYMMDD) NONE		30. MEMBER REQUESTS COPY 4 (Initials) ARH	

DD FORM 214-AUTOMATED, FEB 2000

PREVIOUS EDITION IS OBSOLETE  
GENERATED BY TRANSPROC

MEMBER - 4

## DD Form 214: Certificate of Release or Discharge From Active Duty (Example 2/Callout A)

- Once again box 12 will tell you the period of active duty.
- Box 14 will give you a hint if you need to look more carefully at other boxes. Here it says Military Police 19 weeks 2009.
- This should immediately make you think: **Is this active duty for training?**

01434-4021			
12. RECORD OF SERVICE	YEAR(S)	MONTH(S)	DAY(S)
a. DATE ENTERED AD THIS PERIOD	2008	10	28
b. SEPARATION DATE THIS PERIOD	2009	04	02
c. NET ACTIVE SERVICE THIS PERIOD	0000	05	05
d. TOTAL PRIOR ACTIVE SERVICE	0000	00	00
e. TOTAL PRIOR INACTIVE SERVICE	0000	03	25
f. FOREIGN SERVICE	0000	00	00
g. SEA SERVICE	0000	00	00
h. EFFECTIVE DATE OF PAY GRADE	2008	07	03
14. MILITARY EDUCATION (Course title, number of weeks, and month and year completed)			
MILITARY POLICE, 19 WEEKS, 2009//NOTHING FOLLOWS			

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## DD Form 214: Certificate of Release or Discharge From Active Duty (Example 2/Callout B)

SPECIAL ADDITIONAL INFORMATION (For use by authorized agencies only)		
23. TYPE OF SEPARATION RELEASE FROM ACTIVE DUTY TRAINING	24. CHARACTER OF SERVICE (Include upgrades) HONORABLE	
25. SEPARATION AUTHORITY AR 635-200, CHAP 4	26. SEPARATION CODE MBK	27. REENTRY CODE NA
28. NARRATIVE REASON FOR SEPARATION COMPLETION OF REQUIRED ACTIVE SERVICE		
29. DATES OF TIME LOST DURING THIS PERIOD (YYYYMMDD) NONE		30. MEMBER REQUESTS COPY 4 (Initials) ARH
DD FORM 214-AUTOMATED, FEB 2000      PREVIOUS EDITION IS OBSOLETE GENERATED BY TRANSPROC      MEMBER - 4		

- Box 23 clearly states that this member was on active duty for Active Duty Training. Sometimes this will just use an abbreviation such as ACDUTR.
- Remember Active Duty Training does not qualify members of the Reserves or National Guard as veterans and cannot be purchased as day for day time.

19

### NOTES:

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**DA FORM 5016: RETIREMENT ACCOUNTING STATEMENT**

## RETIREMENT ACCOUNTING STATEMENT

For use of this form, see AR 135-180; the proponent agency is DCS, G-1

DATE: 20250802

### DATA REQUIRED BY THE PRIVACY ACT OF 1974

**AUTHORITY:** AR 135-180

**PRINCIPAL PURPOSE:** To provide members of the Reserve Components a detailed listing of retirement points earned in the previous completed anniversary years. To assist units and Soldiers in verifying retirement points earned during the annual review. The purpose of soliciting the DOB is for positive identification. Identify the individual and his/her service record. Determine creditable service for retirement and other benefits.

**ROUTINE USE(S):** The DoD Blanket Routine Uses may apply to this collection.

**DISCLOSURE:** Voluntary. However, failure to furnish information may result in denial of retirement.

NAME	RANK CW2	LAST4 3471	CUR SVC TYPE TPU	NG STATE / COMPONENT ARRCA
------	-------------	---------------	---------------------	-------------------------------

DIEMS 20080703	PEBD 20081028	BASD	CUR AY 0703	DATE EST ELIGIBLE RET PAY 2032-07-03	HGH W2
-------------------	------------------	------	----------------	---	-----------

BEGIN DATE	END DATE	MIL PER CLASS	SERVICE TYPE	INACTIVE DUTY POINTS	FHD POINTS	EXT COURSE POINTS	MEMBER -SHIP POINTS	ACTIVE DUTY POINTS	QUALIFYING FOR RETIREMENT			POINTS EARNED	POINTS CREDITABLE	NOT CREDITED REASON(S)
									YRS	MOS	DAYS			
20080703	20080703	E	TPU	0	0	0	0	0	00	00	00	0	0	
20080704	20090703	E	TPU	10	0	0	15	180	01	00	00	205	205	
20090704	20100703	E	TPU	44	0	0	15	150	01	00	00	209	209	
20100704	20110703	E	TPU	0	0	0	15	365	01	00	00	365	365	
20110704	20120703	E	TPU	25	0	0	15	166	01	00	00	206	206	
20120704	20130703	E	TPU	52	0	0	15	30	01	00	00	97	97	
20130704	20140703	E	TPU	9	0	0	15	0	00	00	00	24	24	
20140704	20150703	E	TPU	0	0	0	15	0	00	00	00	15	15	
20150704	20160703	E	TPU	0	0	0	15	0	00	00	00	15	15	
20160704	20170703	E	TPU	56	0	0	15	44	01	00	00	115	115	
20170704	20180703	E	TPU	35	0	0	15	82	01	00	00	132	132	
20180704	20190703	E	TPU	53	0	0	15	31	01	00	00	99	99	
20190704	20200703	E	TPU	17	0	0	15	202	01	00	00	234	234	
20200704	20210420	W	TPU	0	0	0	12	260	00	09	17	272	272	
20210421	20210702	W	TPU	14	0	0	3	1	00	02	12	18	18	
20210704	20220703	W	TPU	45	0	0	15	37	01	00	00	97	97	
20220704	20221113	W	TPU	21	0	0	5	0	00	04	11	26	26	
20221114	20230703	W	TPU	24	0	0	10	15	00	07	20	49	49	
20230704	20240703	W	TPU	47	0	0	15	75	01	00	00	137	137	
20240704	20250703	W	TPU	49	0	0	15	10	01	00	00	74	74	
20250704		W	TPU	0	0	0	0	0	00	00	00	0	0	
<b>CAREER TOTALS</b>				501	0	0	255	1648	13	00	00	2389	2389	

YRS    MOS    DAYS

Points Not Credited Reasons:

- X - Exceeded Year Limit
- S - Exceeded IDT Limit
- NIS - Member Not In Service



### DA FORM 5016: RETIREMENT ACCOUNTING STATEMENT

- This is a Form 5016 which is provided to members of the Reserves. This form is also commonly referred to as a points statement. This form will be used to determine total Reserve time in order to calculate the 5 to 1 ratio.
- National Guard members may also have a similar form just with a different number.

**RETIREMENT ACCOUNTING STATEMENT**  
 For use of this form, see AR 135-180, the governing agency in DCIS, G-1 (DATE 08/08/01)  
 DATA REQUIRED BY THE PRIVACY ACT OF 1974

AUTHORITY: AR 135-180

FINANCIAL PURPOSE: To provide members of the Reserve Components a detailed listing of retirement points earned in the previous completed anniversary year. To assist units and Soldiers in verifying retirement points earned during the annual review. The purpose of entering the DOR is for points certification. Identify the individual and his/her service round. Determine in-lieu-of-service for retirement and other benefits.

ROUTINE USES: The DoD Member Routine Uses may apply to this collection.

DISCLOSURE: Veterans, Reserve, National Guard Information may appear in detail of retirement.

SERVNO	SERVNO	MIL PER CLASS	SERVICE TYPE	INACT DUTY POINTS	RHD POINTS	EXT COURSE POINTS	MEMBER -SHIP POINTS	ACTIVE DUTY POINTS	QUALIFYING FOR RETIREMENT			POINTS EARNED	POINTS CREDITABLE	NOT CREDITED REASONS									
									YRS	MOS	DAYS												
20080703	20080703	E	TPUJ	0	0	0	0	0	00	00	00	0	0										
20080704	20080703	E	TPUJ	10	0	0	15	180	01	00	00	205	205										
20090704	20100703	E	TPUJ	44	0	0	15	150	01	00	00	209	209										
20100704	20110703	E	TPUJ	0	0	0	15	365	01	00	00	365	365										
20110704	20120703	E	TPUJ	25	0	0	15	166	01	00	00	206	206										
20120704	20130703	E	TPUJ	52	0	0	15	30	01	00	00	97	97										
20130704	20140703	E	TPUJ	9	0	0	15	0	00	00	00	24	24										
20140704	20150703	E	TPUJ	0	0	0	15	0	00	00	00	15	15										
20150704	20160703	E	TPUJ	0	0	0	15	0	00	00	00	15	15										
20160704	20170703	E	TPUJ	56	0	0	15	44	01	00	00	115	115										
20170704	20180703	E	TPUJ	35	0	0	15	82	01	00	00	132	132										
20180704	20190703	E	TPUJ	53	0	0	15	31	01	00	00	99	99										
20190704	20200703	E	TPUJ	17	0	0	15	202	01	00	00	234	234										
20200704	20210420	W	TPUJ	0	0	0	12	260	00	09	17	272	272										
20210421	20210702	W	TPUJ	14	0	0	3	1	00	02	12	18	18										
20210704	20220703	W	TPUJ	45	0	0	15	37	01	00	00	97	97										
20220704	20221113	W	TPUJ	31	0	0	5	0	00	04	11	26	26										
20221114	20230703	W	TPUJ	24	0	0	10	15	00	07	20	49	49										
20230704	20240703	W	TPUJ	47	0	0	15	75	01	00	00	137	137										
20240704	20250703	W	TPUJ	49	0	0	15	10	01	00	00	74	74										
20250704		W	TPUJ	0	0	0	0	0	00	00	00	0	0										
<b>CAREER TOTALS</b>													<b>501</b>	<b>0</b>	<b>0</b>	<b>215</b>	<b>1648</b>	<b>13</b>	<b>00</b>	<b>00</b>	<b>2389</b>	<b>2389</b>	

Points Not Credited Reasons:  
 X - Exceeded Year Limit  
 S - Exceeded IDT Limit  
 NIS - Member Not In Service

**A**

DA FORM 5016, DEC 2021 PREVIOUS EDITION IS OBSOLETE AFOLC V1.00 Page 1 of 2



## DA Form 5016: Retirement Accounting Statement (A)

- On this form we are looking at the two left hand columns first.
- Next, we look at the active duty points column.

BEGIN DATE	END DATE	MIL PER CLASS	SERVICE TYPE	INACT DUTY POINTS	RHD POINTS	EXT COURSE POINTS	MEMBER -SHIP POINTS	ACTIVE DUTY POINTS	QUALIFYING FOR RETIREMENT			POINTS EARNED	POINTS CREDITABLE	NOT CREDITED REASONS									
									YRS	MOS	DAYS												
20080703	20080703	E	TPUJ	0	0	0	0	0	00	00	00	0	0										
20080704	20080703	E	TPUJ	10	0	0	15	180	01	00	00	205	205										
20090704	20100703	E	TPUJ	44	0	0	15	150	01	00	00	209	209										
20100704	20110703	E	TPUJ	0	0	0	15	365	01	00	00	365	365										
20110704	20120703	E	TPUJ	25	0	0	15	166	01	00	00	206	206										
20120704	20130703	E	TPUJ	52	0	0	15	30	01	00	00	97	97										
20130704	20140703	E	TPUJ	9	0	0	15	0	00	00	00	24	24										
20140704	20150703	E	TPUJ	0	0	0	15	0	00	00	00	15	15										
20150704	20160703	E	TPUJ	0	0	0	15	0	00	00	00	15	15										
20160704	20170703	E	TPUJ	56	0	0	15	44	01	00	00	115	115										
20170704	20180703	E	TPUJ	35	0	0	15	82	01	00	00	132	132										
20180704	20190703	E	TPUJ	53	0	0	15	31	01	00	00	99	99										
20190704	20200703	E	TPUJ	17	0	0	15	202	01	00	00	234	234										
20200704	20210420	W	TPUJ	0	0	0	12	260	00	09	17	272	272										
20210421	20210702	W	TPUJ	14	0	0	3	1	00	02	12	18	18										
20210704	20220703	W	TPUJ	45	0	0	15	37	01	00	00	97	97										
20220704	20221113	W	TPUJ	31	0	0	5	0	00	04	11	26	26										
20221114	20230703	W	TPUJ	24	0	0	10	15	00	07	20	49	49										
20230704	20240703	W	TPUJ	47	0	0	15	75	01	00	00	137	137										
20240704	20250703	W	TPUJ	49	0	0	15	10	01	00	00	74	74										
20250704		W	TPUJ	0	0	0	0	0	00	00	00	0	0										
<b>CAREER TOTALS</b>													<b>501</b>	<b>0</b>	<b>0</b>	<b>215</b>	<b>1648</b>	<b>13</b>	<b>00</b>	<b>00</b>	<b>2389</b>	<b>2389</b>	

Points Not Credited Reasons:  
 X - Exceeded Year Limit  
 S - Exceeded IDT Limit  
 NIS - Member Not In Service

**A**

### NOTES:





**DD FORM 214: CERTIFICATE OF RELEASE OR DISCHARGE FROM ACTIVE DUTY (Example 3)**

- Here is another complete DD-214 showing active duty in the Coast Guard.

CERTIFICATE OF RELEASE OR DISCHARGE FROM ACTIVE DUTY			
1. NAME (Last, First, Middle)		2. DEPARTMENT, COMPONENT AND BRANCH HOMELAND SECURITY: USCG	
1. SOCIAL SECURITY NO.			
1.a. GRADE, RATE OR RANK EM3	1.b. PAY GRADE E-4	5. DATE OF BIRTH (YYMMDD)	6. RESERVE OBLIG. TERM. DATE Year 07 Month 10 Day 29
7.a. PLACE OF ENTRY INTO ACTIVE DUTY BOSTON, MA		7.b. HOME OF RECORD AT TIME OF ENTRY (City and state, or complete address if known) HYDE PARK, MA 02136	
8. TYPE OF SEPARATION RELEASED FROM ACTIVE DUTY HONORABLE 9. SEPARATION AUTHORITY COMBATANT 31000-6A ART 12-B-11 10. SEPARATION CODE NRE 11. REENTRY CODE REL 12. VETERAN'S BENEFITS 13. NUMBER OF MONTHS OF ACTIVE SERVICE 14. DATES OF TIME LIST DURING THIS PERIOD 15. REASON FOR TIME LIST 16. MEMBER REQUESTS COPY 4 17. FORM 214, FEB 1988			

# DD Form 214: Certificate of Release or Discharge From Active Duty (Example 3/Callout A)

CERTIFICATE OF RELEASE OR DISCHARGE FROM ACTIVE DUTY			
1. NAME (Last, First, Middle)		2. DEPARTMENT, COMPONENT AND BRANCH HOMELAND SECURITY: USCG	
1. SOCIAL SECURITY NO.			
1.a. GRADE, RATE OR RANK EM3	1.b. PAY GRADE E-4	5. DATE OF BIRTH (YYMMDD)	6. RESERVE OBLIG. TERM. DATE Year 07 Month 10 Day 29
7.a. PLACE OF ENTRY INTO ACTIVE DUTY BOSTON, MA		7.b. HOME OF RECORD AT TIME OF ENTRY (City and state, or complete address if known) HYDE PARK, MA 02136	

- USCG means United States Coast Guard. Box 2 will not always show Homeland Security; this has been used since 9/11.

**NOTES:**

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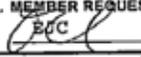
## DD Form 214: Certificate of Release or Discharge From Active Duty (Example 3/Callout B)

12. RECORD OF SERVICE			
	Year(s)	Month(s)	Day(s)
<b>B</b> a. Date Entered AD This Period	01	10	30
b. Separation Date This Period	04	10	29
c. Net Active Service This Period	03	00	00
d. Total Prior Active Service	00	00	00
e. Total Prior Inactive Service	00	00	00
f. Foreign Service	00	03	00
g. Sea Service	02	02	13
h. Effective Date of Pay Grade	02	08	02

- See line c. which shows 3 years, 0 months and 0 days of active duty.

24

## DD Form 214: Certificate of Release or Discharge From Active Duty (Example 3/Callout C)

SPECIAL ADDITIONAL INFORMATION (For use by authorized agencies only)		
13. TYPE OF SEPARATION RELEASED FROM ACTIVE DUTY		14. CHARACTER OF SERVICE (include upgrades) HONORABLE
15. SEPARATION AUTHORITY COMDTINST M1000.6A ART 12-B-11	16. SEPARATION CODE MBK	17. REENTRY CODE RE1
18. NARRATIVE REASON FOR SEPARATION COMPLETION OF REQUIRED ACTIVE SERVICE		
19. DATES OF TIME LOST DURING THIS PERIOD TL: NONE		20. MEMBER REQUESTS COPY 4  nitla's

DD Form 214, FEB 2000 PREVIOUS EDITIONS ARE OBSOLETE SERVICE - 7

- Again, the most important thing is to make sure that the character of service says Honorable or Under Honorable Conditions.
- What if the Narrative Reason for Separation says: Drug Addiction or Misconduct?**

25

### NOTES:

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**NGB FORM 22 EF: REPORT OF SEPARATION AND RECORD OF SERVICE FORM**

DEPARTMENTS OF THE ARMY AND THE AIR FORCE NATIONAL GUARD BUREAU																	
<b>REPORT OF SEPARATION AND RECORD OF SERVICE</b>																	
FOR USE OF THIS FORM, SEE NGR (AR) 600-200. THE PROPONENT AGENCY IS NGB-ARP-PE																	
REPORT OF SEPARATION AND RECORD OF SERVICE IN THE 1 <u>AIR</u> NATIONAL GUARD OF <u>MASSACHUSETTS</u> AND AS A RESERVE OF THE 2 <u>AIR FORCE</u>																	
<small>1 Insert either Army or Air 2 Enlisted personnel only - Insert only Army or Air Force</small>																	
1. LAST NAME - FIRST NAME - MIDDLE NAME						2. DEPARTMENT, COMPONENT AND BRANCH											
						AIR FORCE--ANGUS											
4. DATE OF ENL/APPT	YEAR	MON	DAY	5a. RANK	5b. PAY GRADE	6. DATE OF RANK	YEAR	MON	DAY	7. DATE OF BIRTH	YEAR	MON	DAY				
	04	08	19	SSG	E5		10	04	10								
8a. STATION OR INSTALLATION AT WHICH EFFECTED										8b. EFFECTIVE DATE		YEAR	MON	DAY			
212 EIG SQ, MA ANG												19	05	01			
9. COMMAND TO WHICH TRANSFERRED						10. RECORD OF SERVICE											
NOT APPLICABLE ////////////////////////////////////						(a) NET SERVICE THIS PERIOD						YRS	MOS	DAYS			
												14	08	13			
						(b) PRIOR RESERVE COMPONENT SERVICE						00	00	00			
						(c) PRIOR ACTIVE FEDERAL SERVICE						00	00	00			
						(d) TOTAL SERVICE FOR PAY						14	08	13			
11. TERMINAL DATE OF RESERVE / MILITARY SERVICE OBLIGATION						YEAR	MON	DAY	(e) TOTAL SERVICE FOR RETIRED PAY						YRS	MOS	DAYS
						00	00	00							14	08	13
12. MILITARY EDUCATION (Course Title, number of weeks, month and year completed)						13. PRIMARY SPECIALTY NUMBER, TITLE AND DATE AWARDED											
AIRMAN LEADERSHIP SCHOOL 16 FEB 2010 ////////						(Additional specialty numbers and titles) 2S071-MATERIEL MANAGEMENT CRAFTSMAN, 11 YEARS AND 7 MONTHS; 2T371, 1 YEAR AND 5 MONTHS; ////////											
14. HIGHEST EDUCATION LEVEL SUCCESSFULLY COMPLETED						15. DECORATIONS, MEDALS, BADGES, COMMENDATIONS, CITATIONS AND CAMPAIGN RIBBONS AWARDED THIS PERIOD (State Awards may be included)											
SECONDARY / HIGH SCHOOL <u>12</u> YRS (Gr 1-12) COLLEGE <u>2</u> YRS						AIR FORCE COMMENDATION MEDAL, AIR FORCE ACHIEVEMENT MEDAL WITH 1 OAK LEAF CLUSTER, MERITORIOUS UNIT AWARD, AF OUTSTANDING UNIT AWARD WITH 2 OAK LEAF CLUSTERS, AIR RESERVE FORCES MERITORIOUS SERVICE MEDAL WITH 3 OAK LEAF CLUSTERS, NATIONAL DEFENSE SERVICE MEDAL, ARMED FORCES EXPEDITIONARY MEDAL, AFGHANISTAN CAMPAIGN MEDAL WITH 1 SERVICE STAR, GLOBAL WAR ON TERRORISM EXPEDITIONARY MEDAL, GLOBAL WAR ON TERRORISM //SEE REMARKS//											
16. SERVICEMEMBERS GROUP LIFE INSURANCE		17. PERSONNEL SECURITY INVESTIGATION															
<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO		a. TYPE		b. DATE COMPLETED													
		SECRET - TIER 3 (REINVESTIGATION)		20171020													
AMT \$ <u>400,000</u>																	
18. REMARKS																	
BLOCK 15: SERVICE MEDAL, AIR FORCE EXPEDITIONARY SERVICE RIBBON WITH GOLD BORDER WITH 2 OAK LEAF CLUSTERS, AF LONGEVITY SERVICE WITH 1 OAK LEAF CLUSTER, ARMED FORCES RESERVE MEDAL WITH 3 'M' DEVICES WITH 1 HOURGLASS DEVICE, AF TRAINING RIBBON, NATO MEDAL (WEAR FIRST NATO MEDAL AWARDED.), MASSACHUSETTS SERVICE MEDAL WITH 2 DEVICES, MASSACHUSETTS DEFENSE EXPEDITIONARY RIBBON WITH 2 DEVICES ASVAB GROUP CATEGORY-3, ADMIN-43, ELECT-33, GEN-44, MECH-52. DAFSC:2S051. PAY DATE:19 AUGUST 2004. ----- NOTHING FOLLOWS -----																	
19. MAILING ADDRESS AFTER SEPARATION (Street, RFD, City, County, State and Zip Code)						20. SIGNATURE OF PERSON BEING SEPARATED											
						MEMBER NOT AVAILABLE FOR SIGNATURE											
21. TYPED NAME, GRADE AND TITLE OF AUTHORIZING OFFICER						22. SIGNATURE OF OFFICER AUTHORIZED TO SIGN											
						CAC/PKI SIGNED BY HOLMAN ANTOINETTE.M.1390721737 SSGT, GUARD SEPARATION TECHNICAN, 20190515 4:27:36.000 PM (GMT)											
23. AUTHORITY AND REASON																	
AFI 36-3209, PARAGRAPH 3.12.1.: EXPIRATION OF ENLISTMENT//LESS THAN 120 MSO//NO MSO, SPD:KBK																	
24. CHARACTER OF SERVICE			25. TYPE OF CERTIFICATE USED			26. REENLISTMENT ELIGIBILITY											
HONORABLE			NGB FORM 438			6B											
27. <input checked="" type="checkbox"/> REQUEST <input type="checkbox"/> DECLINE COPIES OF MY NGB FORM 22 INITIALS <u>Not Present</u>																	

NGB FORM 22 EF (Replaces NGB Form 22 dated 01 NOV 2009, which is obsolete)  
16 FEB 2013

STATE RECORD COPY-4



**NGB FORM 22 EF: REPORT OF SEPARATION AND RECORD OF SERVICE FORM**

- This form is only given to members of the National Guard and will show the members total National Guard time.



# NGB Form 22 EF: Report of Separation and Record of Service Form (A)

- Box 10 will show the total National Guard service
- In this case 14 years 8 months and 13 days.
- This total will be used to calculate the 5 to 1 ratio.
- Must also have a DD-214 showing the necessary active duty.

**NOTES:**

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# NGB Form 22 EF: Report of Separation and Record of Service Form (B)

23. AUTHORITY AND REASON AFI 36-3209, PARAGRAPH 3.12.1.: EXPIRATION OF ENLISTMENT//LESS THAN 120 MSO//NO MSO, SPD:KBK		
<b>B</b> 24. CHARACTER OF SERVICE HONORABLE	25. TYPE OF CERTIFICATE USED NGB FORM 438	26. REENLISTMENT ELIGIBILITY 6B
27. <input checked="" type="checkbox"/> REQUEST <input type="checkbox"/> DECLINE      COPIES OF MY NGB FORM 22      INITIALS <u>Not Present</u>		
NGB FORM 22 EF (Replaces NGB Form 22 dated 01 NOV 2009, which is obsolete) 15 FEB 2013		STATE RECORD COPY-4

- Character of service must show Honorable or Under Honorable Conditions.

**NOTES:**

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DD FORM 214 (EXAMPLE 4): CERTIFICATE OF RELEASE OR DISCHARGE FROM ACTIVE DUTY

CAUTION NOT TO BE USED FOR IDENTIFICATION PURPOSES THIS IS AN IMPORTANT RECORD SAFEGUARD IT ANY ALTERATIONS IN SHADED AREAS RENDER FORM VOID

CERTIFICATE OF RELEASE OR DISCHARGE FROM ACTIVE DUTY			
1 NAME (Last First Middle)		2 DEPARTMENT COMPONENT AND BRANCH ARMY/USAR	
3 SOCIAL SECURITY NUMBER			
4a GRADE RATE OR RANK CSM	b PAY GRADE E09	5 DATE OF BIRTH (YYYYMMDD)	6 RESERVE OBLIGATION TERMINATION DATE (YYYYMMDD) 00000000
7a PLACE OF ENTRY INTO ACTIVE DUTY BEDFORD MASSACHUSETTS		b HOME OF RECORD AT TIME OF ENTRY (City and state or complete address if known)	
8a LAST DUTY ASSIGNMENT AND MAJOR COMMAND MD HSP DET 13 FC		b STATION WHERE SEPARATED FORT MCCOY WI 54656-5150	
9 COMMAND TO WHICH TRANSFERRED 899 CSH, 31 GRENIER STREET BEDFORD, MA 01731-3008			10 SGLI COVERAGE <input type="checkbox"/> NONE AMOUNT \$400,000 00
11 PRIMARY SPECIALTY (List number title and years and months in specialty List additional specialty numbers and titles involving periods of one or more years) 00250 00 COMD SGT MAJOR - 0 YRS 10 MOS// NOTHING FOLLOWS		12 RECORD OF SERVICE	
		a DATE ENTERED AD THIS PERIOD	2006 04 30
		b SEPARATION DATE THIS PERIOD	2007 03 19
		c NET ACTIVE SERVICE THIS PERIOD	0000 10 20
		d TOTAL PRIOR ACTIVE SERVICE	0004 01 01
		e TOTAL PRIOR INACTIVE SERVICE	0025 04 26
		f FOREIGN SERVICE	0000 05 05
		g SEA SERVICE	0000 00 00
		h EFFECTIVE DATE OF PAY GRADE	2006 04 04
13 DECORATIONS MEDALS BADGES CITATIONS AND CAMPAIGN RIBBONS AWARDED OR AUTHORIZED (All periods of service) ARMY ACHIEVEMENT MEDAL//ARMY RESERVE COMPONENTS ACHIEVEMENT MEDAL (7TH AWARD)// NATIONAL DEFENSE SERVICE MEDAL (3RD AWARD)// SOUTHWEST ASIA SERVICE MEDAL WITH TWO (2) BRONZE SERVICE STARS//GLOBAL WAR ON TERRORISM SERVICE MEDAL//HUMANITARIAN SERVICE MEDAL// IRAQ CAMPAIGN MEDAL//NON//CONT IN BLOCK 18		14 MILITARY EDUCATION (Course title number of weeks and month and year completed) NONE//NOTHING FOLLOWS	
15a MEMBER CONTRIBUTED TO POST VIETNAM ERA VETERANS' EDUCATIONAL ASSISTANCE PROGRAM		YES	<input checked="" type="checkbox"/> NO
b HIGH SCHOOL GRADUATE OR EQUIVALENT		<input checked="" type="checkbox"/> YES	NO
16 DAYS ACCRUED LEAVE PAID 5	17 MEMBER WAS PROVIDED COMPLETE DENTAL EXAMINATION AND ALL APPROPRIATE DENTAL SERVICES AND TREATMENT WITHIN 90 DAYS PRIOR TO SEPARATION		YES NO <input type="checkbox"/> <input checked="" type="checkbox"/>
18 REMARKS SERVED IN A DESIGNATED IMMINENT DANGER PAY AREA//SERVICE IN IRAQ 20060927-20070227// INDIVIDUAL COMPLETED PERIOD FOR WHICH ORDERED TO ACTIVE DUTY FOR PURPOSE OF POST SERVICE BENEFITS AND ENTITLEMENTS//ORDERED TO ACTIVE DUTY IN SUPPORT OF OPERATION IRAQI FREEDOM IAW 10 USC 12302//MEMBER HAS COMPLETED FIRST FULL TERM OF SERVICE//CONT FROM BLOCK 13 COMMISSIONED OFFICER PROFESSIONAL DEVELOPMENT RIBBON (4TH AWARD)//ARMY SERVICE RIBBON//ARMED FORCES RESERVE MEDAL//ARMY RESERVE COMPONENT OVERSEAS TRAINING RIBBON//ARMED FORCES RESERVE MEDAL W/ M DEVICE//KU-LIB-MDL (SAUDI ARABIA)//KU-LIB-MDL (KUWAIT)//CAREER COUNSEL BADGE// NOTHING FOLLOWS  The information contained herein is subject to computer matching within the Department of Defense or with any other affected Federal or non Federal agency for verification purposes and to determine eligibility for and/or continued compliance with the requirements of a Federal benefit program			
19a MAILING ADDRESS AFTER SEPARATION (include ZIP Code)		b NEAREST RELATIVE (Name and address - include ZIP Code)	
20 MEMBER REQUESTS COPY 6 BE SENT TO MA DIRECTOR OF VETERANS AFFAIRS		YES	<input checked="" type="checkbox"/> NO
21 SIGNATURE OF MEMBER BEING SEPARATED		22 OFFICIAL AUTHORIZED TO SIGN (Typed name grade title and signature) ANITA J RIEBER, PERS ASST IV	
SPECIAL ADDITIONAL INFORMATION (File by authorized agencies only)			
23 TYPE OF SEPARATION RELEASE FROM ACTIVE DUTY		24 CHARACTER OF SERVICE (Include upgrades) HONORABLE	
28 NARRATIVE REASON FOR SEPARATION COMPLETION OF REQUIRED ACTIVE SERVICE			
29 DATES OF TIME LOST DURING THIS PERIOD (YYYYMMDD) NONE		30 MEMBER REQUESTS COPY 4 (Initials) <input checked="" type="checkbox"/>	

DD FORM 214-AUTOMATED, FEB 2000

PREVIOUS EDITION IS OBSOLETE  
GENERATED BY TRANSPROC

STATE DIRECTOR OF VETERANS AFFAIRS 6



**DD FORM 214: CERTIFICATE OF RELEASE OR DISCHARGE FROM ACTIVE DUTY (Example 4)**

- United States Army Reserve DD-214 showing 10 months and 20 days of active duty.

CAUTION - NOT TO BE USED FOR UNCLASSIFIED PURPOSES THIS IS AN IMPORTANT RECORD ANY ALTERATIONS IN SHADDED AREAS RENDER IT UNUSABLE

**CERTIFICATE OF RELEASE OR DISCHARGE FROM ACTIVE DUTY**

1 NAME (Last, first, middle) 2 DEPARTMENT COMPONENT AND BRANCH 3 SOCIAL SECURITY NUMBER  
 4 GRADE RATE OR RANK 5 PAY GRADE 6 DATE OF BIRTH (YYMMDD) 7 RESERVE QUALIFICATION TERMINATION DATE (YYMMDD) ADDRESS  
 8 PLACE OF ENTRY INTO ACTIVE DUTY 9 HOME OF RECORD AT TIME OF ENTRY (City and state or complete address if foreign)  
 10 DUTY ASSIGNMENT AND RECORD COMMAND 11 POSITION NUMBER REPORTED  
 12 FORWARD TO PRIOR TRANSFERRED 13 SEA/COVERAGE (PHONE NUMBER)  
 14 PRIMARY SPECIALTY (See number, title and years and months or specify an additional specialty number and title including grade of use of that area) 15 RECORD OF SERVICE  
 16 MEMBER CONTRIBUTED TO POST-VETERAN (VIA VETERAN) EDUCATIONAL ASSISTANCE PROGRAM  
 17 DATE ACCRUED LEAVE 18 MEMBER HAS PROVIDED COMPLETE DENTAL EXAMINATION AND ALL APPROPRIATE DENTAL SERVICES AND TREATMENT WITHIN 90 DAYS PRIOR TO SEPARATION  
 19 MEMBER REQUESTS COPY 5 BE SENT TO  
 20 NARRATIVE REASON FOR SEPARATION  
 21 TYPE OF SEPARATION  
 22 NARRATIVE REASON FOR SEPARATION  
 23 DATE OF THIS COPY (YYMMDD) 24 MEMBER REQUESTS COPY 4

DD FORM 214-AUTOMATED, FEB 2000 STATE DIRECTOR OF VETERANS AFFAIRS

**DD Form 214: Certificate of Release or Discharge From Active Duty (Example 4/Callout B)**

**B**

12 RECORD OF SERVICE	YEAR(S)	MONTH(S)	DAY(S)
a DATE ENTERED AD THIS PERIOD	2006	04	30
b SEPARATION DATE THIS PERIOD	2007	03	19
c NET ACTIVE SERVICE THIS PERIOD	0000	10	20
d TOTAL PRIOR ACTIVE SERVICE	0004	01	01
e TOTAL PRIOR INACTIVE SERVICE	0025	04	26
f FOREIGN SERVICE	0000	05	05
g SEA SERVICE	0000	00	00
h EFFECTIVE DATE OF PAY GRADE	2006	04	04
14 MILITARY EDUCATION (Course title number of weeks and month and year completed) NONE//NOTHING FOLLOWS			

- Look at line d: Total Prior Active Service.
- Also line e: Total Prior Inactive Service
- These two boxes will alert you to ask for additional documents because the member may have prior regular military time and/or additional documentation of Reserve or National Guard time.

**NOTES:**

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## Calculation: Example 1 (Part 1)

- William Adama joins the National Guard on January 1, 2005 and is discharged on January 1, 2025. He joins the Caprica retirement system on January 1, 2006.
- He has 3 DD-214's and an NGB-22 form:
  - First DD-214 is for 5 months 17 days of active duty;
  - Second is for 10 months and 15 days;
  - Third is for 1 year and 7 months.
- **How much time can he buy?**

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## Calculation: Example 1 (Part 2)

- First, you need to check whether any of the DD-214's were for active duty training. In this case the first one is for his initial basic training.
- Next check if any of the DD-214's are for time that is concurrent with system membership.
- NGB-22 form will show 20 years of National Guard service.

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### NOTES:

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## Example 1: How Do You Calculate Buyback?

- Must take the total NG time of 20 years and subtract 10 months and 15 days as well as 1 year and 7 months because he already received creditable service for this time as a member of the system.
- 20 years minus 2 years 5 months and 15 days equals 17 years 6 months and 15 days.
- Do the 5 to 1 ratio.

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## Actuarial Unit Calculation (Hard Way)

- 17 years 6 months and 15 days
- $17 + \frac{6}{12} + \frac{15}{365} = 17 + 0.5 + 0.041 = 17.5411$  years
- $\frac{17.5411}{x} = \frac{5}{1}$  solve for x
- $\frac{17.5411}{5} = 3.50822$
- This equals 3 years 6 months and 3 days.

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### NOTES:

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## My Method (Easy Method)

- 17 years 6 months and 15 days
- $5 \times 3 = 15$
- $17 - 15 = 2$  with an extra 6 months and 15 days
- 2 years 6 months and 15 days =  $925 \text{ days} / 5 = 185 \text{ days}$
- 185 days divided by 30 (number of days in a month) = 6 months 5 days.
- Add the 3 years.

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## Calculation: Example 2 (Part 1)

- Kara Thrace joined the United States Coast Guard right out of high school.
- She spent exactly 3 years in the Coast Guard.
- Upon discharge she joined the Caprica retirement system.
- At the same time, she joined the National Guard for a 6-year period.

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### NOTES:

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## Calculation: Example 2 (Part 2)

<b>12. RECORD OF SERVICE</b>	<b>Year(s)</b>	<b>Month(s)</b>	<b>Day(s)</b>
a. Date Entered AD This Period	01	10	30
b. Separation Date This Period	04	10	29
c. Net Active Service This Period	03	00	00
d. Total Prior Active Service	00	00	00
e. Total Prior Inactive Service	00	00	00
f. Foreign Service	00	03	00
g. Sea Service	02	02	13
h. Effective Date of Pay Grade	02	08	02

- See line c. which shows 3 years, 0 months and 0 days of active duty. She is not at the maximum of 4 years so she may be able to purchase additional time based on service in the National Guard or Reserves.

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## Calculation: Example 2 (Part 3)

- Kara Thrace comes to the Caprica retirement system and brings in her DD-214 showing 3 years in the United States Coast Guard.
- She also has an NGB-22 form that shows 6 years of service in the National Guard.
- How much time can she purchase.
- 6 years reduced at a 5 to 1 ratio equals 1 year 2 months and 13 days.
- No hard math here because she has more than 5 years NG so she will be at the maximum of 4 years.

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### NOTES:

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## Example 2: When Must Kara Make the Purchase

- Normally a member must make the purchase within 1 year of vesting; i.e. 11 years of creditable service.
- National Guard and Reservists may have additional time.
- They have up to 5 years after they qualify as a veteran if it occurs after vesting or 5 years after they reach the maximum of 4 years of purchasable service.
- Here Kara reached the maximum of 4 years after only 5 years of creditable service, so she has until the 11-year mark.

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## Conclusion: Things To Remember.

- Must have all DD-214's, NGB-22 forms, points statements before doing the calculation.
- Active duty that is prior to system membership will be purchased at a day for day rate. (unless it is for training in the NG or Reserves)
- Need to know the date of membership if your member has NG or Reserve service.
- Any concurrent Reserve or NG active duty must be subtracted from total Reserve or Guard time before doing the 5 to 1 ratio.

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### NOTES:

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## QUESTIONS?

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### COMMONWEALTH OF MASSACHUSETTS

Public Employee Retirement Administration Commission

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