

Community Property Guide

For California educators involved in divorce or legal separation



CalSTRS is governed by the Teachers' Retirement Law, available at CalSTRS.com, and other governing laws. If there is a conflict between the law and this booklet, the law prevails.

Contents

Int	roduction			
1.	CalSTRS retirement accounts affected by community property laws			
	Defined Benefit Program			
	Defined Benefit Supplement account			
	Cash Balance Benefit Program			
2.	Registered domestic partners7			
	Registered domestic partnership defined			
	Terminating a domestic partnership			
	Tax considerations			
3.	Joinder of CalSTRS 8			
	How to file the joinder forms			
	Effects of a joinder			
4.	CalSTRS court order requirements9			
	Referring to CalSTRS			
	Member and nonmember spouse information			
	Requirements			
	Accounts affected			
	Benefits affected			
	Methods of division			
	Tax liability			
	Forms and applications			
	Preparing the court order related to CalSTRS			
5.	Methods of dividing community property			
	Time rule formula			
	Segregation method			
	Methods of division comparison			

6.	Benefits payable after member's death
	One-time death benefit
	Effects of divorce on a member's one-time death benefit
	Monthly benefits
	Addressing option benefits in a court order
	Cost for the option
	Changing or canceling an option beneficiary after retirement
	No option beneficiary elected or required
	Court order language should be specific
7.	Spousal or registered domestic partner signature requirements on benefit forms and applications
	Signature refusal
8.	Retaining a sole and separate interest in an account25
	Judgment of Dissolution or Legal Separation court order
	CalSTRS Waiver of Community Property form
	Acknowledgement as sole and separate property
9.	Requests for account information
	Subpoena Duces Tecum
	Request for Community Property Statement of Account and Estimate of Benefits
	Understanding the statement of account and estimate
	Estimate disclaimer
	Information not provided by CaISTRS
10). Sample orders
11	. Frequently asked questions
12	2. Glossary of terms

Introduction

In California, retirement benefits are community property and may be affected by dissolution of marriage (divorce), legal separation or termination of domestic partnership.

Divorce, legal separation or termination of domestic partnership may require the division of a member's retirement benefits.

CalSTRS works with members, former spouses or registered domestic partners, and their legal representatives to resolve community property issues involving retirement benefits. With proper documentation, a member's account may be divided or acknowledged as the member's sole and separate property. We will implement the stipulations as defined in a court order provided they are within the boundaries of the Teachers' Retirement Law.

About this guide

This guide gives an overview of the benefits available to members and nonmember spouses and illustrates how CalSTRS retirement benefits can be affected by divorce, legal separation or termination of domestic partnership. It includes methods we use to divide community property and what happens when a member or nonmember spouse dies.

This guide is intended to assist in drafting court orders and completing forms applicable to CaISTRS member accounts. It is not a substitute for the law. If differences appear between the law and this guide, the law prevails.

"Nonmember spouse" is a member's spouse, former spouse, registered domestic partner or former registered domestic partner who is being or has been awarded a community property interest in the member's Defined Benefit, Defined Benefit Supplement or Cash Balance Benefit account under Education Code section 22651. This term is also used when a spouse or partner is also a CaISTRS member. Although CaISTRS benefits can be affected by California community property laws, the parties can negotiate how they are affected.

1. CalSTRS retirement accounts affected by community property laws

Community property laws affect CalSTRS retirement benefits. It is up to the parties involved to determine whether the retirement benefits will be divided and, if so, what percentage will be awarded to the former spouse.

An individual's membership status at the time of divorce or separation limits the methods of division that can be used to award a community property interest of the retirement account to a former spouse.

Defined Benefit Program members divorcing **before** receiving a retirement or disability benefit may divide the Defined Benefit and Defined Benefit Supplement accounts by either the time rule formula or the segregation method.

Members divorcing **while** receiving either a retirement or disability benefit may no longer use the segregation method to divide the Defined Benefit and Defined Benefit Supplement accounts. Instead, the time rule method is used.

Cash Balance Benefit Program participants divorcing **before** receiving a Cash Balance retirement or disability benefit must divide the account using the segregation method.

Participants divorcing **while** receiving a Cash Balance retirement or disability benefit may not divide the Cash Balance account using the segregation method; rather, the account must be divided by assigning a community property share in the form of a specified percentage or a flat dollar amount.

Defined Benefit Program

After meeting the eligibility requirements, Defined Benefit Program members are entitled to a guaranteed monthly retirement benefit based on a formula set by law, not on the amount of contributions in their Defined Benefit account. Retired members receive a monthly benefit for life and may choose to provide a monthly lifetime benefit for one or more qualifying survivors. If choosing this beneficiary option, the member receives a reduced monthly benefit to pay for the cost of the option.

CalSTRS 2% at 60 and 2% at 62 members can retire at age 55 with five years of service credit—or fewer if they service retire concurrently from certain other California public retirement systems. CalSTRS 2% at 60 members can retire as early as age 50 if they have at least 30 years of service credit.

Contributions

Defined Benefit Program members, their employers and the state contribute a percentage of their creditable compensation as required by the Teachers' Retirement Law. Members and employers also may be contributing to a member's Defined Benefit Supplement account.

Upon retirement, members receive a lifetime benefit based on their years of service credit, final compensation and age. Members who choose to leave CaISTRS-covered employment before retirement can leave their contributions and interest in their account or take a cash refund of their own contributions and interest.

Employer and state contributions are not refundable.

Service credit

Members of the Defined Benefit Program accumulate service credit in years and partial years when creditable compensation is earned. Service credit is one of the factors used to determine eligibility for benefits. Service credit is not earned under the Defined Benefit Supplement or Cash Balance Benefit programs.

Defined Benefit Supplement account

Active Defined Benefit Program members who earned service credit after the year 2000 have a Defined Benefit Supplement account. This account provides additional funds to members when they retire or leave CalSTRS-covered employment.

Funding for this account is from the following sources:

- Contributions made by the member and the employer for service in excess of one year of service credit. These provisions began July 1, 2002.
- Some members also receive limited-term payments or compensation intended to enhance future Defined Benefit retirement benefits. Effective July 1, 2002, member and employer contributions on these payments are credited to the Defined Benefit Supplement accounts for 2% at 60 members.
- From January 1, 2001, to December 31, 2010, one-fourth of members' 8% retirement contributions to CalSTRS were credited to their Defined Benefit Supplement accounts. The redirection did not affect their CalSTRS Defined Benefit pension. Starting January 1, 2011, their entire contribution is credited to their Defined Benefit account.

At retirement, a member may choose to receive the balance in their Defined Benefit Supplement account as a lump-sum payment, a rollover or an annuity. With a balance of less than \$3,500, the account must be paid as a lump-sum payment or rolled over to a qualified plan such as CalSTRS Pension2[®].

Cash Balance Benefit Program

The Cash Balance Benefit Program is the CalSTRS retirement plan for part-time, substitute and temporary educators. Employers must contribute an amount equal to at least 4% of a participant's pay, and participants typically contribute 4% of their pay. Contribution rates may vary based on collective bargaining, but combined employer and participant contribution rates may not be less than 8%.

At retirement, Cash Balance participants can choose to receive all contributions and interest as a lump-sum payment, a rollover to another qualified plan or an annuity if their account balance is \$3,500 or more.

() For complete descriptions of the Defined Benefit, Defined Benefit Supplement and Cash Balance Benefit programs, see the *Member Handbook* at CalSTRS.com.

CalSTRS members participate in a hybrid retirement system that includes a traditional defined benefit plan (Defined Benefit), a cash balance plan (Defined Benefit Supplement) and a voluntary defined contribution plan (CalSTRS Pension2).

2. Registered domestic partners

This section provides information regarding the definition of a registered domestic partnership and the community property rights associated with termination of a registered domestic partnership.

Registered domestic partnership defined

A registered domestic partnership is created when partners file a Declaration of Domestic Partnership with the Secretary of State. Under California law, registered domestic partners have the same rights, protections and benefits, and are subject to the same responsibilities, obligations and duties, as spouses.

Terminating a domestic partnership

CalSTRS benefits are considered community property under California law. When a member is in a registered domestic partnership, benefits earned during this time are considered community property. Upon termination of a registered domestic partnership, CalSTRS benefits may be divided. If this happens, the division of the member's benefits is subject to the same procedures for filing and implementing a court order as in a divorce.

Members who terminate a registered domestic partnership and want information on how it might affect their benefits should mail a request along with a copy of the termination document and property settlement agreement to CalSTRS.

Tax considerations

The federal government does not recognize domestic partners as spouses for federal tax purposes. Consult with a tax professional for questions on tax issues.

3. Joinder of CalSTRS

A nonmember spouse has the right to file a community property claim against a member's CalSTRS benefits. The claim can be made at any time, but CalSTRS cannot divide an account until properly joined.

Joinder is a legal term that means specific court documents are filed with the court which, in this case, make CalSTRS a party to the divorce action. CalSTRS cannot enforce a court order dividing a member's benefits until it becomes a party to the divorce action.

() CalSTRS is not bound by *any* community property court order unless properly joined.

How to file the joinder forms

Although anyone can file the joinder forms, you may choose to seek legal assistance when preparing joinder forms. County processes are subject to change, and a court may reject any form that does not conform to current standards.

When the joinder forms have been filed and served on CalSTRS, we will send a response to all involved parties and to the court where originally filed. The joinder process may take up to 30 days to complete.

Before we process a court order dividing a member's benefits, we must receive the final acknowledgement from the court. Upon receiving the court's acknowledgement, CalSTRS is properly joined as a party to the specific action and is then authorized to comply with an acceptable, certified court order.

() CalSTRS does not provide legal advice or assist in the preparation of any court forms.

Effects of a joinder

As a result of a joinder, a member who is not yet receiving a monthly benefit is prevented from making account changes such as designating beneficiaries. Also, we will defer processing of all benefit applications until we receive a filed and certified copy of a court order, property settlement agreement or judgment that addresses the community property interest in the member's account.

If a member is already receiving a benefit, the payments will not be interrupted due to the joinder. However, the monthly benefits may be subject to division by the court order.

A joinder also allows a representing attorney or nonmember spouse to obtain specific account information without a subpoena or written authorization from the member.

To monitor a joined account, we will place a legal hold on the member's account until all determinations of community property have been made. At that time, we may remove the legal hold or may continue to monitor the account for the future division of the member's benefits.

When both parties are CalSTRS members, CalSTRS only needs to be joined to the case once. Legal holds will be placed on each account and will be removed as the community property issues are resolved.

4. CaISTRS court order requirements

Before dividing a member's account, CalSTRS must be provided with an acceptable certified copy of the court order as required by the Teachers' Retirement Law, which is part of the California Education Code.

Since the language in the court order must be specific and properly address the disposition of the community property interest in the member's account, we recommend that the preparer send a draft of the court order to CalSTRS for review before filing it with the court.

CalSTRS does not provide legal advice to members or nonmember spouses concerning the division of a member's account and does not assist with the drafting of a court order.

Referring to CalSTRS

Court orders requiring CaISTRS to recognize a community property interest in an account must specifically refer to the "California State Teachers' Retirement System," "STRS" or "CaISTRS."

Member and nonmember spouse information

Court orders must provide the following information about the member and nonmember spouse:

- Date of marriage
- Date of separation
- Name and current mailing address

Requirements

To protect the privacy of the individuals, Social Security numbers and birth dates may be provided under separate cover. We will verify the nonmember spouse's vital information prior to the division of any account. We may request legible copies of the former spouse's Social Security card and a birth verification document, such as a birth certificate, passport or driver's license, as well as a filed copy of the Judgment of Dissolution. The date of marriage and date of separation required in all court orders will be used for the division of member accounts. These dates are used to identify the community period under California Education Code section 22652.

Accounts affected

Accounts that may be affected include:

- Defined Benefit
- Defined Benefit Supplement
- Cash Balance Benefit

Only accounts identified in the court order will be divided. If there is an intention to exclude a specific account from the division, the account should be separately identified and referenced.

A separate court order is not necessary for each account. All three accounts can be addressed in the same court order.

The percentage of benefits awarded to the nonmember spouse from each account must be clearly stated in the order.

Benefits affected

All member benefits, including the following, may be subject to community property division:

- Service retirement
- Coverage A disability benefit (disability allowance)
- Coverage B disability benefit (disability retirement)
- Option election
- Lump-sum death benefit

Benefits payable under the Defined Benefit Supplement and Cash Balance Benefit programs may also be subject to a community property division. To ensure the goals of the parties are covered, address each account benefit in the court order.

Methods of division

The court order must specify how each account will be divided. The two methods typically used for the division of the community property interest in a member's account are the time rule formula and the segregation method. Any service credit or accumulated contributions and interest not specifically awarded in the court order using one of these methods shall be deemed the exclusive property of the member.

For more information, see "Methods of dividing community property."

Tax liability

The member and nonmember spouse are responsible for their own tax liabilities incurred as a result of community property payments received from CalSTRS, unless the court order states otherwise. Because of this rule, CalSTRS must have the nonmember spouse's Social Security number before any community property payment can be made. Each party can submit an *Income Tax Withholding Preference Certificate* form to indicate a tax withholding preference.

(1) To obtain information regarding taxation of CaISTRS benefits, see the *Member Handbook* and other publications at CaISTRS.com. For more specific information, visit irs.gov or ftb.ca.gov or consult a tax professional.

Forms and applications

After determining a community property issue exists, CalSTRS will review all forms and benefit applications for compliance with the court order. CalSTRS may require a court order or other information from a member once a community property issue has become evident. Applications or account change requests may be delayed pending resolution.

When a member is eligible to retire and has chosen a retirement date, the member may submit a properly completed retirement application to preserve the effective date of retirement. When the community property issues are resolved, the retirement application will be forwarded for processing. In most cases, retirement benefits will be paid retroactive to the member's chosen retirement date.

Preparing the court order related to CalSTRS

Individuals preparing a court order regarding CalSTRS should consult with an attorney for advice pertaining to their individual circumstances. The individual participants, along with their attorneys, are responsible for determining:

- What benefits a member is entitled to and the effects of dividing those benefits.
- The language in the court order to the satisfaction of the parties.

The language in the court order must be consistent with the Teachers' Retirement Law and properly address the disposition of the community property interest. To avoid conflicts, send a draft of the court order to CalSTRS for review before filing it with the court. CalSTRS can only review a draft stipulation and order for content since each court can have its own form requirements.

5. Methods of dividing community property

The Teachers' Retirement Law provides the primary methods for dividing the community property interest in a member's account.

The two primary methods are:

Time rule formula—This formula can be used by members who divorce either prior to or while receiving a retirement or disability benefit.

Segregation method—This method can only be used by members who divorce prior to receiving a retirement or disability benefit.

In addition to the two primary methods of division, the court order may state that when a member receives a benefit, the nonmember spouse will get a predetermined percentage or flat dollar amount.

Sample time rule and segregation orders are included in "Sample orders." These samples are guidelines for drafting a court order specific to CalSTRS. Individual circumstances must be considered by the parties.

CalSTRS will comply with the provisions of any judgment to the extent permitted by the Teachers' Retirement Law. CalSTRS, however, cannot provide legal advice or advise which method of division to use.

Time rule formula

Defined Benefit account considerations

The time rule formula is commonly used in divorce cases to calculate the portion of the member's Defined Benefit pension that the nonmember spouse is to receive. This formula can be used by members who divorce prior to receiving a benefit or while receiving a retirement or disability benefit.

When using the time rule formula to divide a benefit, the language of a court order must be specific and address the following issues:

- Types of benefits
- Payment by separate warrant
- Member dies before nonmember spouse
- Court-ordered election of an option
- Nonmember spouse dies before member
- Lump-sum death benefit

Example of time rule formula

25 years of service credit earned during community period

- ÷ 32 total years of service credit at retirement = 78.125%
- x 50% = 39.06% former spouse share

\$1,400	Total monthly benefit
\$1,400 x .3906 \$546.84	Nonmember spouse share Nonmember spouse benefit
\$1,400 - 546.84 \$853.16	Member benefit

Defined Benefit Supplement account considerations

When using the time rule formula to divide the Defined Benefit account, the parties may be able to use either the time rule formula or the segregation method to divide the Defined Benefit Supplement account.

The following are ways of dividing the Defined Benefit Supplement account:

• Defined Benefit Supplement account with time rule formula division: The percentage derived by the time rule formula for the Defined Benefit account will be applied to the entire Defined Benefit Supplement account at the member's retirement unless otherwise specified in the court order. If the intention is to award an amount other than the time rule formula percentage, the court order should provide a specific percentage to be applied to the Defined Benefit Supplement account that determines the nonmember spouse's share.

The member's distribution choices for the Defined Benefit Supplement account may be limited or affected depending on the requirements relating to the Defined Benefit account as outlined in the Teachers' Retirement Law.

Defined Benefit Supplement account with the segregation method of division: When segregating the Defined Benefit Supplement account, a separate nonmember spouse account will be created for the nonmember spouse. The contributions and interest awarded to the nonmember spouse will be removed from the member account and placed in a nonmember spouse account.

When the segregation method is used to divide the Defined Benefit account, the same method must also be used to divide the Defined Benefit Supplement account. Account segregations can only be done before a member receives a retirement or disability benefit.

When the parties choose to divide only the Defined Benefit Supplement account, the segregation method must be used.

Again, the Defined Benefit and Defined Benefit Supplement accounts do not have to be divided using the same method unless the member is in benefit status.

Types of benefits

Only benefit types specified in the court order will be divided. However, when the court order specifies "any" or "all" benefits payable, CalSTRS will interpret this to mean the nonmember spouse is to be awarded a community property portion in all benefits, including retirement, refund, disability and lump-sum death benefits.

If a court order states only the member's "retirement benefits" or "pension" are to be divided, then just the monthly service retirement benefit will be affected. The order will not be applied to any other benefits payable, including refund, disability or lump-sum death benefits.

Payment by separate warrant

When the community property interest in a member's account is divided and the parties involved expect the nonmember spouse to receive a benefit payment directly from CalSTRS, the court order must specify that CalSTRS is to pay the nonmember spouse "directly by separate warrant." Without such language, the member will be responsible for making all payments due to the nonmember spouse.

Member dies before nonmember spouse

When choosing the time rule formula, the nonmember spouse will receive a prorated share of the member's monthly benefit. Therefore, when the member dies, the surviving nonmember spouse's benefit also terminates. To provide a continuing benefit for a nonmember spouse, the nonmember spouse must be elected as an option beneficiary.

Court-ordered election of an option

An option is an account feature that allows the member to take a reduced benefit for life and redistribute the retirement benefit over the member's life and the life of one or more option beneficiaries after the member's death. The election of an option has a cost that permanently reduces the monthly benefit by an actuarially determined amount. If the member is required to elect the former spouse as an option beneficiary, the court order must specify this. A court order also may require the amendment of an existing option that was elected by a retired member. If the court order is silent as to the option, the member may keep the former spouse as an option beneficiary or cancel or change the option by notifying the Teachers' Retirement Board in writing of this intention.

If the nonmember spouse was previously named as an option beneficiary, and the court order does not require the member to maintain the option for the nonmember spouse, it is the member's responsibility to file the appropriate form in order to cancel or change the current option election. Should the member fail to properly cancel the option previously elected for a nonmember spouse, the option will remain in effect for the nonmember spouse.

The court order should also state how the cost of the option, in the form of a reduced monthly benefit, will be applied. The cost of electing an option benefit may be shared by the retired member and nonmember spouse, or one party may be required to pay the total cost. If it is intended for the nonmember spouse to continue to receive the same benefit amount that he or she received during the life of the member, the cost of the option must be carried solely by the nonmember spouse. Before making an option election requirement, obtain estimates from CalSTRS.

For additional information, see "Benefits payable after member's death."

Nonmember spouse dies before member

When using the time rule formula of division, it is important that a court order address who will receive the nonmember spouse's share of the benefits should the nonmember spouse predecease the member.

The nonmember spouse's benefits can be awarded to another recipient named by the nonmember spouse or revert to the member. When the court order on file does not specify this information, then by default, the nonmember spouse's monthly benefit will stop and revert to the member.

If the deceased nonmember spouse's benefit is awarded to a named beneficiary by the nonmember spouse, the monthly benefit is payable only as long as the CalSTRS member is living and receiving a benefit.

It is imperative the nonmember spouse provide the specific beneficiary designation information to CalSTRS as soon as possible. The designation can be provided on a *Community Property Court Ordered Payee Designation* form, available from the CalSTRS Community Property Section, or the nonmember spouse may provide the information to CalSTRS in writing. **The names and contact information of the intended designees must be on file prior to death.**

If a nonmember spouse doesn't make a designation, then by default, upon the nonmember's death the benefits will revert to the member. A certified, acceptable court order would be required before CaISTRS could make any payment of the nonmember's benefits to any other party.

Lump-sum death benefit

The nonmember spouse may be awarded a community property share of any and all lumpsum death benefits payable upon the member's death, including, but not limited to, any return of the member's contributions and interest and the one-time lump-sum death benefit. The court order must specifically state that a portion of the lump-sum death benefit is to be payable to the nonmember spouse. The specific amount will be calculated based upon the method stated in the court order.

Segregation method

Using the segregation method of division to settle the community property interest offers the parties an alternative method of dividing the retirement benefits. This division method is only available when the member is not already receiving a retirement or disability benefit.

The segregation method divides the member's CalSTRS account into two individual accounts. The nonmember spouse's community property share will be removed from the member account and deposited into a newly established, separate and distinct nonmember spouse account. The member retains the balance of the account. The account segregation will include contributions, interest and service credit from the member's Defined Benefit account and contributions and interest from the Defined Benefit Supplement or Cash Balance accounts.

The nonmember spouse account will accumulate interest only on the balance in the segregated account. The member's service credit, contributions and interest can continue to grow.

After an account has been segregated, the nonmember spouse will have complete control over the nonmember spouse account and can independently decide when to retire or request a refund of the accumulated contributions and interest. Under the segregation method, the nonmember spouse is entitled only to the rights and benefits explicitly set forth in the Teachers' Retirement Law, including:

- A monthly retirement benefit, when eligibility requirements are met.
- A full refund of accumulated contributions and interest.
- The right to designate a death benefit recipient for payment of any accumulated or residual contributions and interest remaining in the nonmember spouse account at the time of death.

In addition, when the nonmember spouse takes a monthly benefit, the nonmember spouse may qualify for a prorated share of retirement benefit enhancements for which the member was eligible on the date of separation. These enhancements could include the highest average annual compensation earnable during any period of 12 consecutive months for the final compensation figure and eligibility for a share of the longevity bonus.

The decision to segregate the member's account can be made only by the parties involved in the divorce. The segregation method may not be appropriate for all divorces but can be advantageous, depending on each party's specific needs. See the "Methods of division comparison" chart at the end of this chapter for a side-by-side comparison of the time rule and segregation divisions.

Nonmember spouse account retirement or refund

To qualify for a lifetime monthly benefit, available at age 55 or later, a nonmember spouse must meet the following criteria:

- The member must have earned at least five years of service credit during the community period.
- The nonmember spouse account must have at least 2.5 years of service credit. If the nonmember spouse account has less than 2.5 years of service credit, CaISTRS must refund the account balance.

The nonmember spouse's monthly retirement benefit is calculated using the following criteria:

- The member's highest average annual compensation earnable during any period of 12 or 36 consecutive months up to the date of separation, depending on the member's years of service credit, benefit structure and date of separation.
- The nonmember spouse's age at retirement (age factor).
- The service credit awarded to the nonmember spouse by the court order.

When an account is segregated, the nonmember spouse will not benefit from any future enhancements or salary increases that might increase or affect the member's monthly benefit at retirement. The only benefit calculation factor that will change is the nonmember spouse's age factor. The nonmember spouse's age factor will maximize at age 63 for 2% at 60 members and age 65 for 2% at 62 members.

Member redeposit of refunded nonmember spouse account

The Teachers' Retirement Law allows the member to purchase all or a portion of the service credit represented by contributions and interest refunded to the nonmember spouse.

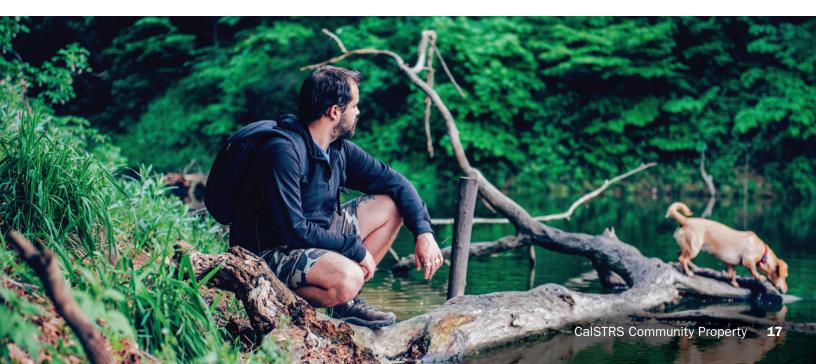
Effect of segregation on member benefit enhancements

Members with segregated accounts are still eligible for benefit enhancements. CalSTRS will consider the member's total years of service credit when determining eligibility for enhanced benefits. However, CalSTRS will use only the years of service credit remaining in the member's account after the segregation as the basis for calculating the member's retirement benefit. The three benefit enhancements that may affect the calculation of a 2% at 60 member's retirement benefit are:

- **One-year final compensation**. The final compensation for Defined Benefit members retiring with 25 or more years of service credit is based on the highest average annual compensation earnable for any period of 12 consecutive months instead of 36 months.
- **Career factor**. A career factor bonus of 0.2% is added to the member's age factor, up to a maximum age factor of 2.4%, for members retiring with 30 or more years of service credit.
- **Longevity bonus**. A longevity bonus is permanently added to the member's monthly retirement benefit if the member accumulated at least 30 years of service credit on or before December 31, 2010.

The longevity bonus adds \$200, \$300 or \$400 to the member's monthly benefit. If the member qualified for the longevity bonus on the date of separation, a proportionate share of the longevity bonus may be awarded to the nonmember spouse.

 Cash Balance participants and Defined Benefit members under the CalSTRS
 2% at 62 benefit structure are not eligible for benefit enhancements.



Legal hold

After the account segregation, a legal hold may remain on both the member and nonmember spouse accounts when the nonmember spouse is entitled to a portion of the member's longevity bonus to help us ensure the accurate division of community property shares of the longevity bonus.

Court order must specify percentage of Defined Benefit and Defined Benefit Supplement accounts

To segregate an account, the court order must clearly state a percentage of the community property interest to be awarded to the nonmember spouse—it cannot state a specific dollar amount. The community property portion may consist of accumulated contributions, interest and service credit.

Court order can specify dollar amount for Cash Balance account

The court order should be specific regarding the Cash Balance account. It can state a percentage or a flat dollar amount of community property to be awarded to the nonmember spouse.

Nonmember spouse forms

Nonmember spouse refund and retirement applications are available at CalSTRS.com and by contacting us. To obtain the appropriate form, call 916-414-1725 or write to:

CalSTRS Community Property P.O. Box 15275 Sacramento, CA 95851-0275



Methods of division comparison

The chart below provides a general side-by-side comparison of the segregation and time rule formula methods of division.

	Segregation method	Time rule formula
Availability	Only available if the member has not yet retired and is not receiving a disability benefit.	Available if the member is active, retired or receiving a disability benefit.
Award calculation	The amount awarded to the nonmember spouse is typically 50% of the member's service credit, contributions and interest earned from the date of marriage through the date of separation. The award is negotiated by the parties and can be up to 100% of the community period.	The nonmember spouse is entitled to a percentage of the member's monthly benefit. CaISTRS can be required to determine the community property portion of a member's account by calculating service credit earned from the date of marriage to the date of separation.
Legal hold	Removed after segregation unless there is a longevity bonus or other account enhancement. Member controls member account. Nonmember spouse controls nonmember spouse account.	Remains on the account. The nonmember spouse may request benefit estimates at any time. Benefits are payable to nonmember spouse only when the member is receiving a benefit.
Access to nonmember spouse account and benefits	Immediately available since the nonmember spouse receives a separate account. Nonmember spouse may apply for a monthly benefit at age 55 or older when account has 2.5 or more years of service credit.	CalSTRS cannot pay the nonmember spouse until member retires or receives a disability benefit. Nonmember spouse does not receive a separate account.
Lump-sum distribution	The nonmember spouse can apply for a refund of contributions and interest at any time. Member can purchase refunded service credit.	The nonmember spouse cannot obtain a refund or access contributions and interest.
Monthly benefit	The nonmember spouse may be eligible at age 55 or older to apply for a lifetime monthly benefit. The nonmember spouse's monthly benefit is calculated using the member's final compensation on the date of separation, the nonmember spouse's age on the effective date of the benefit and the service credit awarded to the nonmember spouse.	A proportionate share of the member's benefit is payable to the nonmember spouse by CaISTRS when the member applies for a benefit. The benefit is calculated at the time of the member's retirement.
Defined Benefit Supplement and Cash Balance accounts	A member's Defined Benefit Supplement account or a participant's Cash Balance account can only be divided by a specified percentage. These accounts contain only contributions and interest. Service credit does not apply.	Nonmember spouse receives a proportionate share of member's or participant's account if specified in the court order. This share for the DBS account is usually determined by the percentage derived from the time rule formula when calculating the nonmember's percentage of the Defined Benefit account.
Nonmember spouse's award of service credit, contributions and interest	Removed from member's accounts.	Remains in member's account.

6. Benefits payable after member's death

This section provides information about the benefits that can be paid in the event of the member's death and how the benefits may be affected by divorce or legal separation. The Defined Benefit Program provides benefits when a member dies either before or after retirement. The benefits payable can be in the form of a one-time benefit payment, a monthly benefit or both.

A one-time death benefit is payable to designated recipients under both Coverage A and Coverage B disability and survivor benefit programs if eligibility requirements are met.

When a member dies before retirement and certain requirements are met, the member's family may also qualify to receive a monthly survivor's benefit.

A lifetime monthly option benefit is payable only when the member has made an option election for one or more persons before retirement, at the time of retirement or, in certain limited circumstances, after retirement.

One-time death benefit

The *Recipient Designation* form is used to designate recipients to receive the one-time death benefit.

A one-time death benefit is payable to the onetime death benefit recipient or recipients under both Coverage A and B. The amount of the benefit depends on the type of coverage and whether the member's death occurs before or after retirement. A member must, however, meet all eligibility requirements for this benefit to be payable.

Learn more about the one-time death benefit in the Member Handbook.

Effects of divorce on a member's one-time death benefit

In the case of divorce, all or only a community property share of the one-time death benefit may be awarded to a nonmember spouse in a court order. When only the community property share is awarded to a nonmember spouse, the member may designate a recipient for the remainder of the benefit by submitting a new *Recipient Designation* form. The nonmember spouse's awarded share cannot be altered and will always remain in effect.

In some cases when dissolution occurs, prior spousal designations for the one-time death benefit are null and void. If a member wishes to name the nonmember spouse as a recipient, the member must file a new *Recipient Designation* form.

Members must update this benefit designation to ensure the removal and addition of desired recipients, particularly in the case of dissolution. Failing to update the form may result in payments to a member's former spouse. The member is responsible for updating this form.

If there is no valid *Recipient Designation* form (or *One-Time Death Benefit Recipient* form) on file, the one-time death benefit, excluding the nonmember spouse's share, will be paid to the member's estate.

The *Recipient Designation* form is available at CalSTRS.com/forms or by calling 800-228-5453.

Monthly benefits

Survivor benefits

Monthly benefits may be paid to the member's eligible survivors if the member dies before retirement or if the member is receiving a disability benefit under Coverage A at the time of death.

These monthly benefits are not the same as payments made to option beneficiaries of deceased CaISTRS members who elected a preretirement option or elected an option at the time of retirement.

Option election

When a member's benefit is divided using the time rule formula, the nonmember spouse will receive a prorated share of the member's monthly benefit. When the member dies, the nonmember spouse's benefit also terminates. If the intention is to provide the nonmember spouse a continuing monthly benefit after the member's death, the member must elect an option.

To require an option election for the nonmember spouse, the court order must specify the type of option and how the cost of the option will be shared between the parties. As with any election of benefits, when an option election is required, it is the member's responsibility to complete the proper election forms and submit the forms to CalSTRS for processing. Whether or not the member submits proper forms to make the required option elections, the account will be processed according to the court order.

There are several options available. The following are current options with a brief description.

Option elections for community property consideration

100% Beneficiary Option provides the option beneficiary with 100% of the amount the member was receiving.

75% Beneficiary Option provides the option beneficiary with 75% of the amount the member was receiving.

50% Beneficiary Option provides the option beneficiary with 50% of the amount the member was receiving.

Compound Option allows the member to elect one or more option beneficiaries for specifically allocated percentages of the member's benefit. This option gives the member the ability to apply for an option benefit for a nonmember spouse and another person. Three common ways of using the Compound Option are:

- Member elects one option beneficiary and keeps a portion of the benefit as a Member-Only Benefit.
- Member elects two or more option beneficiaries and individual option types for each person. The member keeps a portion of the benefit as a Member-Only Benefit.
- Member elects two or more option beneficiaries, with an individual option type for each person, and does not keep any portion of the benefit as a Member-Only Benefit.

If the member dies before the option beneficiary, the option beneficiary's portion will continue to be paid for that person's lifetime. If there is a Member-Only portion of the benefit, all benefits stop for that portion. No contributions or interest are payable on the member's portion because an option benefit will continue to be paid to the option beneficiary.

Before electing an option, refer to the *Member Handbook* and *Your Retirement Guide* for complete option information since certain restrictions may apply. Also consider getting retirement benefit estimates and meeting with a benefits specialist.

The election of an option may only be changed under specific, limited circumstances. If you change or cancel your election, you will be subject to an assessment that may reduce your benefit for life.

Addressing option benefits in a court order

The following are some common ways a court order may address option benefits for a nonmember spouse.

Sole option beneficiary election

The order may require the member to provide the nonmember spouse with an option election. In this case, the court order should indicate the nonmember spouse shall be named as the sole option beneficiary for the entire benefit. The order must also specify the election choice of the 100%, 75% or 50% Beneficiary Option.

Shared sole option beneficiary election of individual other than nonmember spouse

A court order may award a nonmember spouse a portion of an option benefit that was elected for another individual, such as a current spouse. The nonmember spouse would then receive a percentage of the option benefit for the life of the named beneficiary.

Compound Option election required

If a member is required to provide a nonmember spouse with an option benefit on only the community property percentage, the member must elect a Compound Option. The court order must specify the option choices and percentage of the benefit that the nonmember spouse is to receive. The member may choose to elect other option beneficiaries or retain the balance as a Member-Only Benefit to receive the highest possible monthly benefit for the member's lifetime. An actuarially calculated cost will be assessed based on the date of birth of each option beneficiary the member elects. **Example**: The nonmember spouse is awarded a community property share of the member's monthly retirement benefit and must be named as an option beneficiary for the community property share only. The member must elect the Compound Option and name the nonmember spouse as option beneficiary for a community property share of the benefit. The member retains control of the remaining percentage and can elect another individual as an additional option beneficiary for any part of the remaining share or retain the balance as a Member-Only Benefit.

Compound Option community property share only after retirement

When a member is retired with an option election, the member can change the option election to a Compound Option to provide an option benefit for the nonmember spouse as required in a court order.

By changing to the Compound Option election, the member can provide for both a current spouse and the nonmember spouse.

The Compound Option also stabilizes the benefit awarded to the nonmember spouse and prevents any changes to the community interests at the member's death.

Cost for the option

The court order should specify which party will pay the cost for the option in the form of a reduced benefit. The cost can be applied either to the nonmember spouse's benefit or the member's benefit or be shared by both parties.

With the Compound Option, if the court order specifies the nonmember spouse is to receive the same benefit both before and after the member's death, the cost of the option is applied to the nonmember spouse's monthly benefit.

It is important that the court order addresses the option cost and how it will be applied.

Changing or canceling an option beneficiary after retirement

A retired member who elected an option beneficiary may change or cancel the option due to a divorce or termination of a registered domestic partnership.

The cancellation will not be effective until certain requirements are fulfilled. We must receive a court-certified copy of the judgment, court order and property settlement agreement confirming that the member is no longer required to maintain the nonmember spouse as an option beneficiary.

Furthermore, a court order alone does not automatically change or cancel an option election. The retired member must file a *Cancellation or Change of Option After Retirement* form or provide the cancellation request in writing to CalSTRS. The notification must include a certified copy of a court order, and the cancellation date cannot be earlier than the effective date of the judgment, decree or court order. Additionally, the effective date for the change or cancellation will be the date the certified copy of the court order is received by CalSTRS. The final divorce decree, the judgment of nullity or order of separate maintenance must have been entered on or after January 1, 1978.

To obtain a Cancellation or Change of Option After Retirement form, visit CalSTRS.com/forms or call 800-228-5453.

No option beneficiary elected or required

When the court order does not address an option election for the nonmember spouse, the nonmember spouse will only receive the community property percentage during the life of the member. Typically, the nonmember spouse's community property share will then be a percentage of the member's benefit amount and will terminate upon the death of the member.

A member who has retired with a Member-Only Benefit is not permitted within the Teachers' Retirement Law to later elect a former spouse as an option beneficiary regardless of a court order.

Court order language should be specific

The court order must clearly define how all benefits and accounts will be divided. The court order should be drafted to meet the specific needs of the member and nonmember spouse with regard to the nonmember spouse's share of the one-time death benefit and any option election and must include language that complies with the Teachers' Retirement Law.

Sample court orders are located in the "Sample orders" section beginning on page 28.

CalSTRS cannot provide legal advice. These samples are provided only as a guide for drafting orders for CalSTRS benefits. Members should consult with an attorney for advice pertaining to their individual situation.

7. Spousal or registered domestic partner signature requirements on benefit forms and applications

All CalSTRS benefit forms and applications require the signature of the member's spouse or registered domestic partner. This includes forms for retirement, option election, option change or cancellation, and any refund. The *Recipient Designation* form also requires the signature of the member's spouse or registered domestic partner.

The purpose of this requirement is to protect the spousal interest in the benefit. When a spouse or registered domestic partner's signature is not present, the member must sign under penalty of perjury a completed *Justification for Non-Signature* of *Spouse* form indicating the reason the signature is absent. CalSTRS will not make any requested changes to the member's account until this requirement is met.

Signature refusal

If a spouse or registered domestic partner refuses to sign an application or form, the member may bring an action in court to enforce or waive the signature requirement. Either party may bring forth the action and must subsequently provide CaISTRS with a court order before any account changes are made. CaISTRS will delay processing a member's request pending receipt of this court order.

- Once made aware of a potential community property issue, CalSTRS may request a copy of the Notice of Termination of Domestic Partnership, Judgment of Dissolution/Legal separation and all attachments thereon to protect the interest of both the member and nonmember spouse.
- When a member is married or in a registered domestic partnership, any benefit forms and applications submitted must contain a spousal signature.
- When joined, CalSTRS will abide by the court order or the Judgment of Dissolution and Marital Settlement Agreement for the division of benefits.
- CalSTRS members may certify under penalty of perjury the current state of a marital situation and whether or not a former spouse or registered domestic partner was awarded a portion of the member's benefits.

8. Retaining a sole and separate interest in an account

The parties may choose to retain full interest in their own retirement accounts. This may be a result of negotiating the community property assets. The value of the other marital assets can be considered to offset a nonmember spouse's interest in the CaISTRS retirement account, or the nonmember spouse may simply choose to relinquish any community property interest claim in the member's retirement account.

Regardless of how the determination is made, when a nonmember spouse chooses not to pursue the community property interest in the member's account, CaISTRS requirements must be met before the member's account is formally declared as the member's sole and separate property.

Judgment of Dissolution or Legal Separation court order

When the Judgment of Dissolution or Legal Separation court order specifies that the nonmember spouse has waived all rights and interest in the member's account, or states the CalSTRS retirement account is the member's sole and separate property, the account will be considered the member's sole property. If CalSTRS has been joined, a certified copy of the court order is required pursuant to Education Code section 22656.

CalSTRS Waiver of Community Property form

Another way a nonmember spouse can waive interest is with a signed and notarized *CalSTRS Waiver of Community Property* form. The waiver is only applicable in cases of dissolution or the termination of a registered domestic partnership. However, a court order is the most binding way to relinquish a community property interest. The waiver is used only under certain circumstances and must be accompanied by a Judgment of Dissolution to verify that a dissolution or termination has occurred. The waiver is not valid until the marriage is terminated. The waiver form is available only from the CaISTRS Community Property Section.

If, after receiving the waiver and other required documents, CaISTRS determines that this method of waiving interest is appropriate, the member's account will be treated as the sole property of the member.

Since the waiver form is used only in cases of divorce or termination of a registered domestic partnership, the waiver form is not acceptable in lieu of a spousal signature on any form where a spousal signature is required.

Acknowledgement as sole and separate property

After the requirements have been satisfied, CalSTRS will acknowledge the retirement account as the sole and separate property of the member. The member can then independently make any eligible changes to the account, such as canceling or changing an option, or designating or changing beneficiaries by filing the appropriate forms.

9. Requests for account information

A member or the legal representative for the member may request information on a CaISTRS account by submitting a written request with the member's authorization to release information. Unless joined, CaISTRS may not release information to any other party without written authorization from the member or a properly served subpoena.

Any person other than the member may request information on an account after providing either a written authorization to release information, signed and dated by the member within the last 30 days or for a specified period, or a subpoena duces tecum.

Without written authorization or a subpoena, the nonmember spouse or the legal representative may request community property account information by sending a written request only after CalSTRS has been joined as a party to the action.

Subpoena duces tecum

With some exceptions, subpoenas must be personally served at CalSTRS headquarters:

100 Waterfront Place West Sacramento, CA 95605-2807

To learn about exceptions to this requirement, visit CalSTRS.com. CalSTRS will charge for clerical and copying costs as provided by California law.

Subpoenas must include a valid Notice to Consumer and Proof of Service and be accompanied by a \$15 check as a deposit toward costs incurred.

Request for Community Property Statement of Account and Estimate of Benefits

To request a community property statement of account, complete and submit a *Request for Community Property Statement of Account and Estimate of Benefits* form. This form is used to request a Community Property Statement of Account, which provides the service credit, contributions and interest accumulated by the member during the marriage or registered domestic partnership. This information is essential in determining the estimated value of the nonmember spouse's community property share. Estimates of the monthly benefits that may be payable to the member and the nonmember spouse are provided using both the time rule and the segregation methods of division when applicable.

To ensure a timely response, the *Request for Community Property Statement of Account and Estimate of Benefits* form must be signed and completed and mailed or faxed to the CalSTRS Community Property Section. The form must include all requested information to avoid processing delays. The form can be found at CalSTRS.com/forms or by contacting us.

Upon receipt of the request or a subpoena, CalSTRS will provide a statement and information pertaining to the community property period.

Understanding the statement of account and estimate

The information provided in the Defined Benefit Statement of Account is helpful when considering the method of division. This statement provides the effective date of membership, pre-tax and post-tax member contributions and interest, and the amount of service credit accrued during the marriage. The service credit reflected in the statement may be used to estimate the monthly benefit the former spouse might receive.

The statement also shows the total amount of contributions that might be available for refund by the nonmember spouse when the segregation method is elected. If a Defined Benefit Statement of Account is requested by a member or former spouse, CaISTRS will assume a 50% community property interest to the former spouse in the accumulated retirement contributions and service credit earned during the marriage. If the parties would like estimates reflecting a community property interest other than 50%, it is the responsibility of the parties to specifically request what community property percentage is to be used in the estimate.

The estimate provided is prepared using the member's current service credit and the assumed service credit earned by the estimated date of retirement. It is important to note the member's final compensation figure used in the estimates is based on current information provided to CaISTRS by the member's employer and is subject to change.

A Defined Benefit Supplement Statement of Account will be provided only when the member had a Defined Benefit Supplement account balance during the community property period. Since service credit is not applicable, the statement will only show contributions and interest. The nonmember spouse may also be entitled to a community property interest in this account.

A statement of account will be provided for a member's Cash Balance account when applicable.

Estimate disclaimer

All estimates are provided to help the parties understand how the methods of division could affect the retirement benefits. All estimates are calculated using the information provided by the employer, the requestor and the member. Estimates are not binding to any of the parties or CalSTRS and are subject to change.

Information not provided by CaISTRS

CalSTRS cannot provide certain information you may need to consider when resolving your community property issues, such as:

- Actuarial valuations of retirement benefits.
- Employment data, including salary, payroll, earnings, personnel records, and health and dental insurance information. This information may be available from the member's employer.
- Information regarding Social Security. If a member is counting on Social Security through other employment or a spouse, two federal rules, the Windfall Elimination Provision and the Government Pension Offset, may reduce or eliminate their Social Security benefit. The member's CalSTRS retirement benefit will not be affected. To learn more, see the Social Security, CalSTRS and You fact sheet or the CalSTRS Member Handbook at CalSTRS.com/publications, or contact Social Security at 800-772-1213 or at socialsecurity.gov.
- For information regarding a division of CaISTRS Pension2 accounts, contact Voya, the Pension2 recordkeeper, at 888-394-2060. For information regarding other 403(b) and 457(b) savings programs, contact the administrators for those programs.

Estimates are calculated using information provided by the employer, the requestor and the member.

10. Sample orders

The following sample court orders are provided to assist in resolving CalSTRS community property issues. The sample orders in this section are only examples and are not meant to be legal advice.

Sample court orders

These sample court orders may serve as guides when drafting court orders regarding CalSTRS benefits. The member and nonmember spouse are responsible for determining what benefits each party should receive and the method of division to be used.

Any court order intended to divide a member's account must contain language consistent with the Teachers' Retirement Law. If an order is not in compliance with the law, CalSTRS reserves the right to require the parties to modify all conflicting aspects of the order. CalSTRS will not interpret a court order based on assumption.

You may need to seek the advice of an outside legal source as CalSTRS is not permitted to provide legal advice, assist in the completion of forms or assist in the preparation of court orders.

Sample "A": Segregation order

The sample segregation order applies only when the CaISTRS member has not retired and is not receiving a benefit of any kind at the time the order is filed with the court.

The language provided in the sample orders is intended to be used as a guide for content only.

Sample "B": Time rule order

The sample time rule order applies to all members, either before or after receiving a benefit. This sample includes appropriate language that can be used with or without addressing election of an option and awarding death benefits.

For additional information about the time rule and segregation methods, see Chapter 5, "Methods of dividing community property."

Sample "C": Hybrid order

The hybrid order applies when the member's Defined Benefit account is being divided by the time rule method and the Defined Benefit Supplement account is being divided using the segregation method of division.

This sample includes appropriate language that can be used with or without addressing election of an option and awarding death benefits.

Sample orders

- Sample "A": Segregation order
- Sample "B": Time rule order
- Sample "C": Hybrid order

The Statement of Account and Estimate of Benefits provided by CalSTRS is based on standard California community property laws and will be completed in approximately six weeks.

SAMPLE "A" SEGREGATION ORDER

THIS SAMPLE IS NOT INTENDED TO BE USED AS A FILL-IN FORM. The language of this sample shows a standard community property division of the CaISTRS account based on California I aw. CaISTRS may reject an order that does not comply with the terms of the Teachers' Retirement Law. On your request, CaISTRS will review the language regarding CaISTRS benefits in your Stipulation and Order before you file it with the court.

SUPERIOR COURT OF CALIFORNIA, COUNTY OF: [name of county required]

In re Marriage of:

Petitioner: [name required], and

CASE NO: [case number required]

STIPULATION AND ORDER REGARDING CALIFORNIA STATE TEACHERS' RETIREMENT SYSTEM (CaISTRS)

Respondent: [name required]

The CalSTRS Member and the Nonmember Spouse hereby stipulate as follows:

Pursuant to the Judgment of Dissolution of Marriage filed on [date required] in which the Court reserved personal jurisdiction over both parties to this action and reserved jurisdiction as to the subject matter of this action relating to the amount and distribution of the community property interest pursuant to the Request for Joinder of the California State Teachers' Retirement System filed on or about [date required], the nonmember spouse is entitled to receive a community property share from the member account(s). The parties hereto are awarded an interest in the member's Defined Benefit account, Defined Benefit Supplement account and/or Cash Balance Benefit account(s) as provided by the California State Teachers' Retirement System.

The purpose of the Stipulation and Order is to define said interests, and this Stipulation and Order shall supersede said Judgment of Dissolution of Marriage and shall be controlling regarding the definition and payment of the parties interests in any and all accounts held by the member.

1			
2			
3			
4	REQUIR	ED INFORMATION:	
5	A. Member name, current address, date of birth and Client Identification number.		
6 7	В.	Nonmember spouse name, current address, date of birth and social security number.	Note Regarding Social Security Numbers
8 9	C.	The address of CalSTRS is: California State Teachers' Retirement System P.O. Box 15275, Sacramento, CA 95851	CalSTRS must be provided proper verification of a nonmember spouse's Social Security number and birth date. However, for security purposes
10 11	D.	The parties' date of marriage is [date required].	since a filed court order becomes a public record, it is suggested that the Social Security number not be on a
12 13	E.	The parties' date of separation is [date required].	public record document. You may provide the Social Security number under separate cover.
14	F.	CalSTRS membership date is [date required].	
15	DIVISION OF ACCOUNT:		
16			
17	G.	Upon receipt of a filed and court-certified copy of this	Stipulation and Order,
18		CaISTRS shall divide the community property portion	of the member's CalSTRS
19	Defined Benefit account, Defined Benefit Supplement account and/or Cash Balance		account and/or Cash Balance
20	Benefit account(s) into two separate and distinct accounts. Nonmember spouse sha		unts. Nonmember spouse shall
21		receive [specific percentage] % of the community pro	perty portion as defined
22		below.	
23			
24	Н.	The community portion of the accounts to be segreg	ated includes accumulated
25	service credit and the contributions attributable to the period of service from [date		e period of service from [date
26		required], through [date required]. Any portion of the	se accounts not explicitly
		awarded to the nonmember spouse shall be deemed	I the exclusive property of the
		member.	

SAMPLE "A" SEGREGATION METHOD OF DIVISION

The nonmember spouse shall have the right, through the separate account, to designate a beneficiary or beneficiaries to receive the accumulated retirement contributions and accumulated interest remaining in the separate account of nonmember spouse on the date of death and any accrued allowance attributable to the separate account which is unpaid on the date of death.

J. The nonmember spouse shall have the right to a refund of accumulated retirement contributions and interest in the separate account.

K. The nonmember spouse shall have the right to elect to receive retirement payments at the earliest date allowed under the terms of the CaISTRS plan provided that all CaISTRS requirements are met prior to commencement of payments.

L. The nonmember spouse may redeposit only those accumulated retirement contributions previously refunded to the member and in which the court has determined to be a community property interest. The nonmember spouse shall inform CaISTRS in writing of the intent to redeposit within 180 days after the judgment or court order that specifies the redeposit rights of the nonmember spouse is entered.

M. Nothing contained in this Stipulation and Order shall be construed to require CalSTRS to provide to the nonmember spouse any benefit that is contrary to the Teachers' Retirement Law.

I.

1			
2	N. Jurisdiction is reserved by the court to amend or modify this Stipulation and Order,		
3	or to mak	ke such further orders as are necessary to enforce or clarify the terms of	
4	this orde	r. This order authorizes CaISTRS to require such further orders as are	
5	necessary to meet the requirements of the Teachers' Retirement Law.		
6			
7			
8			
9			
10	[DATED]	[JUDGE OF THE SUPERIOR COURT]	
11			
12			
13 14	 [DATED]	Member signature	
14			
16			
17	 [DATED]	Nonmember spouse signature	
18			
19		Note regarding signatures	
20		CalSTRS does not require the signatures of the parties. Only the	
21		signature of the Superior Court Judge is required. However, the	
22		court where the order is filed may require the parties' signatures.	
23			
24			
25			
26			
		SAMPLE "A" SEGREGATION METHOD OF DIVISION	

SAMPLE "B" TIME RULE FORMULA METHOD OF DIVISION

THIS SAMPLE IS NOT INTENDED TO BE USED AS A FILL-IN FORM. The language of this sample shows a standard community property division of the CaISTRS account based on California law. CaISTRS may reject an orde r that does not comply with the terms of the Teachers' Retirement Law. On your request, CaISTRS will review the language regarding CaISTRS benefits in your Stipulation and Order before you file it with the court.

SUPERIOR COURT OF CALIFORNIA, COUNTY OF: [name of county required]

In re Marriage of:

Petitioner: [name required] and

CASE NO: [case number required]

STIPULATION AND ORDER REGARDING CALIFORNIA STATE TEACHERS' RETIREMENT SYSTEM (CalSTRS)

Respondent: [name required]

The CalSTRS Member and the Nonmember Spouse hereby stipulate as follows:

Pursuant to the Judgment of Dissolution of Marriage filed on [date required] in which the Court reserved personal jurisdiction over both parties to this action and reserved jurisdiction as to the subject matter of this action relating to the amount and distribution of the community property interest pursuant to the Request for Joinder of the California State Teachers' Retirement System filed on or about [date required], the nonmember spouse is entitled to receive a community property share from the member account(s). The parties hereto are awarded an interest in the member's Defined Benefit account, Defined Benefit Supplement account and/or Cash Balance Benefit account(s) as provided by the California State Teachers' Retirement System.

> Any and all benefits can mean service retirement, disability retirement and disability allowance.

The purpose of the Stipulation and Order is to define said interests, and this Stipulation and Order shall supersede said Judgment of Dissolution of Marriage and shall be controlling regarding the definition and payment of the parties interests in any and all accounts held by the member.

SAMPLE "B" TIME RULE METHOD OF DIVISION

REQUIRED INFORMATION:

A. [Member name, current address, date of birth and Client Identification number].

B. [Nonmember spouse name, current address, date of birth and social security number].

C. The address of CalSTRS is:

California State Teachers' Retirement System P.O. Box 15275, Sacramento, CA 95851

- D. The parties' date of marriage is [date required].
- E. The parties' date of separation is [date required].
- F. CalSTRS membership date is [date required].

Note Regarding Social Security Numbers

CalSTRS must be provided proper verification of a nonmember spouse's Social Security number and birth date. However, for security purposes since a filed court order becomes a public record, it is suggested that the Social Security number not be on a public record document. You may provide the Social Security number under separate cover.

2	DIVISION OF ACCOUNT: All account divisions must be stated in a percentage, either by formula or specified percentage.			
3	IUIIIuia	i or specified percentage.		
4				
5	G.	The method to calculate the monthly benefit paya	Die to the nonmember spouse is:	
6		(Use one of these two methods)		
7				
8		1. TIME RULE FORMULA CALCULATION: A	A fraction, with the numerator	
9		being the service credit earned by the men	nber during the marriage,	
10		and the denominator being the member's t	otal service credit in	
11		CalSTRS at retirement, multiplied	Note Regarding Total	
12		by [specific percentage], multiplied	Allowance	
13		by the member's total allowance.	Unless otherwise addressed in the court order, the	
14		or	member's total allowance will include all applicable	
15		2. Deduct [specific percentage]	account features, which may include unused sick	
16		from CalSTRS member's total	leave, longevity bonus, purchased service credit and	
17		allowance.	career factor enhancement.	
18				
19	Н.	Nonmember spouse shall also be entitled to their	share of any annual benefit	
20		adjustment, cost-of-living increases or other similar increases, but only to the		
21		extent permitted within the Teachers' Retirement Law.		
22				
23				
24				
25				
26				

OPTION ELECTIONS:

At the earliest date possible, the member is Ι. ordered to make a pre-election of a retirement option that provides a continuing monthly benefit payable to the nonmember spouse if the member becomes deceased. The nonmember spouse shall continue to receive the community interest in the same monthly amount as was received prior to the member's death. The member will make

Note Regarding Options

- An option is required in order to pay an ongoing monthly benefit to the nonmember spouse upon member's death; otherwise, all monthly benefit payments to the nonmember spouse will cease.
- With divorce, an option can only be elected when the member has not yet retired.
- A retired member may keep an existing option in place or change to the Compound Option to provide the nonmember spouse a continuing option benefit for the community property share only.
- The preretirement election of an option language is applicable only when the member is not yet retired.

the initial Compound Option Election choice and, further, name the nonmember spouse

as the 100% Beneficiary Option for the determined community percentage only.

CalSTRS will apply the actuarially calculated cost (option factor) solely to the

nonmember spouse's share, and this election will not affect the member's remaining benefit. Member shall be required and is responsible to complete all forms necessary to elect this option. The member may retain the remaining portion as Member-Only Benefit, or name

Note Regarding Compound Option Cost

The nonmember must pay the entire actuarially calculated cost of the option or the benefit will decrease upon the member's death. See the CalSTRS Member Handbook for a description of all options and death benefits.

additional beneficiaries for the remaining benefit of which the member shall pay the cost.

- J. The nonmember spouse shall be entitled to a community property share only of any lump-sum amount due upon the member's death, which shall be calculated based on

SAMPLE "B" TIME RULE METHOD OF DIVISION

the formula set forth in paragraph "G," including but not limited to a proportional share of the member's contributions, interest and one-time death benefit.

- K. Should the member fail to make any of the above required elections for said death benefits, this Stipulation and Order shall be controlling and the member shall be deemed to have elected all death benefits prior to the member's death.
- L. Should the nonmember spouse predecease the member, the nonmember spouse community property interest shall be (choose one):
 - a. Payable to a beneficiary or beneficiaries as designated in writing by the nonmember spouse, for as long as the member is alive and receiving benefits. Should the nonmember spouse fail to make such election(s) in writing to CalSTRS prior to their death, said benefits and payments will begin to be paid to the CalSTRS member; or
 b. Returned to the member.
- M. Pursuant to this Stipulation and Order, the California State Teachers' Retirement System shall pay any and all payments directly to the nonmember spouse by separate warrant.
- N. The nonmember spouse shall begin receiving the determined community property share of the member's allowance upon receipt of a court certified copy of this order but not until the member begins receiving benefits.
- O. Once the benefits become payable, should CalSTRS fail to make such payments as directed by this Stipulation and Order, the affected member or nonmember spouse must notify CalSTRS immediately.

P. The member and nonmember spouse shall each assume and bear responsibility for any and all income taxes attributed to the respective benefits received by each party. Neither party shall have any responsibility for the payment of income taxes attributable to the benefits received by the other, and each party shall hold the other harmless from any such responsibility.

Q. Nothing contained in this Stipulation and Order shall be construed to require CaISTRS to provide to the nonmember spouse any benefit that is contrary to the Teachers' Retirement Law.

R. Jurisdiction is reserved by the court to amend or modify this Stipulation and Order, or to make such further orders as are necessary to enforce or clarify the terms in this order. This order authorizes CalSTRS to require such further orders as are necessary to meet the requirements of the Teachers' Retirement Law.

[DATED]	[JUDGE OF THE SUPERIOR COURT
[DATED]	Member signature
[DATED]	Nonmember spouse signature Note Regarding Signatures
	CalSTRS does not require the signatures of the parties. Only the signature of the Superior Court Judge is required. However, the court where the order is filed may require the parties' signatures.

SAMPLE "C" HYBRID ORDER

THIS SAMPLE IS NOT INTENDED TO BE USED AS A FILL-IN FORM. The language of this sample shows a standard community property division of the CaISTRS account based on California law. CaISTRS may reject an orde r that does not comply with the terms of the Teachers' Retirement Law. On your request, CaISTRS will review the language regarding CaISTRS benefits in your Stipulation and Order before you file it with the court.

SUPERIOR COURT OF CALIFORNIA, COUNTY OF: [name of county required]

In re Marriage of:

Petitioner: [name required] and

CASE NO: [case number required]

STIPULATION AND ORDER REGARDING CALIFORNIA STATE TEACHERS' RETIREMENT SYSTEM (CalSTRS)

Respondent: [name required]

The CaISTRS Member and the Nonmember Spouse hereby stipulate as follows:

Pursuant to the Judgment of Dissolution of Marriage filed on [date required] in which the Court reserved personal jurisdiction over both parties to this action and reserved jurisdiction as to the subject matter of this action relating to the amount and distribution of the community property interest pursuant to the Request for Joinder of the California State Teachers' Retirement System filed on or about [date required], the nonmember spouse is entitled to receive a community property share from the member account(s). The parties hereto are awarded an interest in the member's Defined Benefit account, Defined Benefit Supplement account and/or Cash Balance Benefit account(s) as provided by the California State Teachers' Retirement System.

> Any and all benefits can mean service retirement, disability retirement and disability allowance.

The purpose of the Stipulation and Order is to define said interests, and this Stipulation and Order shall supersede said Judgment of Dissolution of Marriage and shall be controlling regarding the definition and payment of the parties interests in any and all accounts held by the member.

REQUIRED INFORMATION:

A. [Member name, current address, date of birth and Client Identification number].

B. [Nonmember spouse name, current address, date of birth and social security number].

C. The address of CalSTRS is:

California State Teachers' Retirement System P.O. Box 15275, Sacramento, CA 95851

- D. The parties' date of marriage is [date required].
- E. The parties' date of separation is [date required].
- F. CalSTRS membership date is [date required].

Note Regarding Social Security Numbers

CalSTRS must be provided proper verification of a nonmember spouse's Social Security number and birth date. However, for security purposes since a filed court order becomes a public record, it is suggested that the Social Security number not be on a public record document. You may provide the Social Security number under separate cover.

DIVISION OF BENEFITS; DEFINED BENEFIT SUPPLEMENT AND/OR CASH BALANCE BENEFIT ACCOUNT: Upon receipt of a filed and court-certified copy of this Stipulation and Order, CaISTRS shall divide the community property portion of the member's CaISTRS Defined Benefit Supplement account and/or Cash Balance Benefit account(s) into two separate accounts. The community portion shall be defined as the contributions and interest accrued between the dates of marriage and separation. Nonmember spouse shall receive [A STATED PERCENTAGE IS REQUIRED; NO DOLLAR AMOUNTS CAN BE ACCEPTED] of the stated community period between the date of marriage and date of separation. This account shall be available immediately to the nonmember spouse for withdrawal or transfer. No monthly benefit shall be payable to former spouse from the Defined Benefit Supplemental Account. DIVISION OF DEFINED BENEFIT ACCOUNT: All account divisions must be stated in a percentage, either by formula or specified percentage. G. The method to calculate the monthly benefit payable to the nonmember spouse is: (Use one of these two methods) 1. TIME RULE FORMULA CALCULATION: A fraction, with the numerator being the service credit earned by the member during the marriage, and the denominator being the member's total service credit in CalSTRS at retirement, multiplied Note Regarding Total Allowance by [specific percentage], multiplied Unless otherwise addressed by the member's total allowance. in the court order, the member's total allowance or will include all applicable account features, which Deduct [specific percentage] may include unused sick leave, longevity bonus, from CaISTRS member's total purchased service credit and career factor enhancement. allowance. Η. Nonmember spouse shall also be entitled to their share of any annual benefit adjustment, cost-of-living increases or other similar increases but only to the extent permitted within the Teachers' Retirement Law.

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OPTION ELECTIONS:

At the earliest date possible, the member is Ι. ordered to make a pre-election of a retirement option that provides a continuing monthly benefit payable to the nonmember spouse if the member becomes deceased. The nonmember spouse shall continue to receive the community interest in the same monthly amount as was received prior to the member's death. The member will make

Note Regarding Options

- An option is required in order to pay an ongoing monthly benefit to the nonmember spouse upon member's death; otherwise all monthly benefit payments to the nonmember spouse will cease.
- With divorce, an option can only be elected when the member has not yet retired.
- A retired member may keep an existing option in place or change to the Compound Option to provide the nonmember spouse a continuing option benefit for the community property share only.
- The preretirement election of an option language is only applicable when the member is not yet retired.

the initial Compound Option Election choice and, further, name the nonmember spouse

as the 100% Beneficiary Option for the determined community percentage only.

CalSTRS will apply the actuarially calculated cost (option factor) solely to the

nonmember spouse's share, and this election will not affect the member's remaining benefit. Member shall be required and is responsible to complete all forms necessary to elect this option. The member may retain the remaining portion as Member-Only benefit, or name

Note Regarding Compound Option Cost

The nonmember must pay the entire actuarially calculated cost of the option or the benefit will decrease upon the member's death. See the CalSTRS Member Handbook for a description of all options and death benefits.

additional beneficiaries for the remaining benefit of which the member shall pay the cost.

- J. The nonmember spouse shall be entitled to a community property share only of any lump-sum amount due upon the member's death, which shall be calculated based on

the formula set forth in paragraph "G," including but not limited to a proportional share of the member's contributions, interest and one-time death benefit.

- K. Should the member fail to make any of the above required elections for said death benefits, this Stipulation and Order shall be controlling and the member shall be deemed to have elected all death benefits prior to the member's death.
- L. Should the nonmember spouse predecease the member, the nonmember spouce community property interest shall be (choose one):
 - a. Payable to a beneficiary or beneficiaries as designated in writing by the nonmember spouse, for as long as the member is alive and receiving benefits. Should the nonmember spouse fail to make such election(s) in writing to CalSTRS prior to their death, said benefits and payments will begin to be paid to the CalSTRS member; or
 b. Returned to the member.
- M. Pursuant to this Stipulation and Order, the California State Teachers' Retirement System shall pay any and all payments directly to the nonmember spouse by separate warrant.
- N. The nonmember spouse shall begin receiving the determined community property share of the member's allowance upon receipt of a court certified copy of this order but not until the member begins receiving benefits.
- O. Once the benefits become payable, should CaISTRS fail to make such payments as directed by this Stipulation and Order, the affected member or nonmember spouse must notify CaISTRS immediately.

P. The member and nonmember spouse shall each assume and bear responsibility for any and all income taxes attributed to the respective benefits received by each party. Neither party shall have any responsibility for the payment of income taxes attributable to the benefits received by the other, and each party shall hold the other harmless from any such responsibility.

Q. Nothing contained in this Stipulation and Order shall be construed to require
 CaISTRS to provide to the nonmember spouse any benefit that is contrary to the
 Teachers' Retirement Law.

R. Jurisdiction is reserved by the court to amend or modify this Stipulation and Order, or to make such further orders as are necessary to enforce or clarify the terms in this order. This order authorizes CalSTRS to require such further orders as are necessary to meet the requirements of the Teachers' Retirement Law.

 Member signature
Nonmember spouse signature Note Regarding Signatures
CalSTRS does not require the signatures of the parties. Only the signature of the Superior Court Judge is required. However, the court where the order is filed may require the parties' signatures.

11. Frequently asked questions

This section provides answers to some of the most commonly asked questions we receive about community property and CalSTRS benefits. If you still have questions after reviewing the contents of this guide, write or call us. See the back cover for contact information.

General information	
Legal holds (flags)	
Benefits	
Court orders	
Serving documents 51	

General information

Should I include my Social Security number when writing to CalSTRS?

To protect your privacy, we recommend using your Client ID instead of your Social Security number. One of these numbers is required to assure accurate account identification.

Which of my CalSTRS accounts are considered community property?

Since California is a community property state, all CalSTRS accounts, including the Defined Benefit, Defined Benefit Supplement and Cash Balance Benefit accounts are subject to community property laws.

Will CaISTRS divide my CaISTRS Pension2 account since contributions are deducted from my paycheck along with my retirement contribution?

No. CalSTRS does not directly administer any Pension2 403(b) or 457(b) accounts. These are managed by third-party administrators. For information regarding a division or settlement of Pension2 accounts, contact Voya, the Pension2 recordkeeper, at 844-353-2872. For information regarding other 403(b) and 457(b) savings programs, contact the administrators for those programs.

How will my retirement account be affected if the community property interest is divided?

Your CalSTRS account can be affected in different ways, depending on the division method used. Within this guide, you will find general information that illustrates how the different division methods might affect accounts and benefits. You can request a statement that will show both the monetary value and service credit accrued in your accounts during your marriage. Also, you can request community property estimates using the time rule and segregation methods of division, if applicable. Submit the *Request for Community Property Statement of Account and Estimate of Benefits* form, downloadable at CalSTRS.com/forms.

What is a joinder?

Joinder is a legal term that means specific court documents have been filed with the court that, where CaISTRS benefits are concerned, make CaISTRS a party to the divorce action.

Why is a joinder necessary?

The California Education Code requires the joinder to be on file with CalSTRS. We cannot enforce a court order to divide a member's benefits unless we are made a party to a divorce action using the joinder process.

A nonmember spouse has a right to file a community property claim against a member's CalSTRS benefits at any time.

A joinder is also a formal claim against the member's account.

As a party to the action, CalSTRS can provide community property-related account information to a nonmember spouse or other authorized representative.

I am not divorced, can my account be divided?

No, a member's Judgment of Dissolution must be on file with the court, and the parties must either be divorced or legally separated for CalSTRS to process a community property division of the accounts. CalSTRS requires verification of the judgment.

I am the former spouse of a member and need information about the member's account. I have not yet decided to file a joinder. Is there another way to get the account information?

Before we can provide you with any member account information, we must receive either:

- A written authorization to release information signed and dated by the member within the last 30 days or another specified period of time, or
- A subpoena duces tecum.

How should I provide documents that have been requested by CalSTRS?

Send the information either by fax or mail. If we requested original documents, they must be delivered by mail or in person. When faxing or mailing in documents, always include a cover letter containing your contact information and the name and Client ID of the CaISTRS member, or you may attach a copy of the request letter.

Legal hold (flags)

What does the legal hold mean?

The legal hold is a flag placed on an account when a certain legal condition exists. When an account has a legal hold, the member cannot make any account or beneficiary changes without legal review and approval.

Why does CalSTRS place a legal hold on a member's account?

CalSTRS places a legal hold on a member's account for one or more of the following reasons:

- CalSTRS is made aware of a potential community property issue and must receive resolution before authorizing a change or paying any benefits on the account.
- CalSTRS is monitoring a deduction from a member's monthly benefit because of a community property award, child or spousal support order, or an account tax levy.
- CalSTRS is monitoring the account pending receipt of required community property documentation.
- CalSTRS is monitoring the account for future benefits to be paid upon the member's retirement, disability or death pursuant to a court order on file.

The division of my retirement benefits has already been determined by a court order. Why is there still a legal hold on my account?

The legal hold will remain on the account until all community property benefits are paid according to the court order on file. The legal hold remains on the account to monitor future monthly benefits payable and, in some cases, the member's death benefits. When there is no longer a reason to monitor an account, the legal hold is removed.

Benefits

Do I have to divide my account with my former spouse?

No, it is not always necessary to divide your account with your former spouse. It is up to both the member and nonmember spouse to decide whether or not the member's account will be divided.

Do both my Defined Benefit and Defined Benefit Supplement accounts have to be divided?

No. Typically, all accounts are divided if earned during the community term. However, the parties may choose to divide only the Defined Benefit account or divide only the Defined Benefit Supplement account.

Do both my Defined Benefit and Defined Benefit Supplement accounts have to be divided by the same method of division?

Yes, if the segregation method is used for the Defined Benefit account. But if the time rule formula is used for the Defined Benefit account, the segregation method may be used for the Defined Benefit Supplement account.

My former spouse and I have decided not to divide the community property share of the account. What does CalSTRS require?

Your account can be declared your sole and separate property with an order from the court. In certain circumstances, a properly executed CalSTRS community property waiver form may be sufficient when received in conjunction with specific court documents. Furthermore, when the court order dividing the marital assets is silent about the CalSTRS account, the account may be considered the member's sole and separate property. The waiver form is only available through the CalSTRS Community Property Section.

How much of my Defined Benefit account could my former spouse receive?

A former spouse's share is generally 50% of the service credit and 50% of the contributions and interest earned during the marriage. It is up to the parties to negotiate the actual division or settlement.

What's the best way to divide my account?

We cannot recommend a method of division. At your request, CalSTRS will prepare estimates to show the approximate benefits your former spouse could receive. The estimates are a tool to help you decide which method of division might be best for you. You can request both time rule and segregation estimates.

I am the former spouse of an active member and have been awarded a share of the member's monthly retirement to be calculated by the time rule formula of division. When can I begin receiving my monthly benefits?

Under the time rule formula, a former spouse receives a share of the member's monthly benefit. CalSTRS cannot pay your community property share of the monthly benefit until the member begins receiving a benefit.

I have both a member and a nonmember spouse account. Can I combine these two accounts?

The nonmember spouse account is a separate and distinct account and cannot be combined with any other existing CalSTRS account.

I have both a member and nonmember spouse account. Can I retire at different times?

You can retire at different times when you meet the requirements of each retirement account.

I have just been awarded a nonmember spouse account. Can I receive a monthly benefit or am I required to take a refund of the account?

If your nonmember spouse account has less than 2.5 years of service credit, CalSTRS is required by law to immediately refund the account balance to you. Otherwise, you may choose a refund of your account balance at any time, or if you qualify at age 55 or later, you may apply for a monthly benefit from your nonmember spouse account.

I am a member. Can I purchase service credit refunded from my former spouse's nonmember spouse account?

When the nonmember spouse account is refunded to the nonmember, the service credit is available to purchase by the member. The purchase must be made before retirement.

When should I apply for a nonmember spouse benefit?

If you qualify for a monthly benefit from this account, you may apply at any time after age 55. Your benefit will be calculated based on the service credit awarded to you in the court order, multiplied by an age factor, multiplied by the member's final compensation calculation at the date of separation. The amount of service credit will not change in the future. The final compensation calculation is also a set figure.

The age factor is a percentage based on your age at the time you retire. If you're a CalSTRS member under the 2% at 60 benefit structure, your age factor is set at 2% at age 60. It decreases if you retire before age 60 and increases up to a maximum of 2.4% at age 63.

If you're a CaISTRS 2% at 62 member, the basic age factor is set at 2% at age 62. If you retire before age 62, it gradually decreases to 1.16% at age 55 and increases to a maximum of 2.4% at age 65. There is no career factor benefit enhancement.

What is an option benefit?

An option benefit is a plan feature that allows a member to provide a lifetime benefit to another person after the member's death. There is an actuarially calculated cost associated with an option election. Generally, in a community property situation, the cost can be deducted from the monthly benefit of either the member or nonmember spouse or shared by both parties. This information must be specified in a court order.

What is a Compound Option?

The Compound Option allows a member to name one or more option beneficiaries. For example, in a community property situation, a member can name a former spouse as an option beneficiary for the community property share only. The member may then choose other option beneficiaries or retain the remaining share of the benefit as a Member-Only Benefit. Due to the complexity of this election, see the CalSTRS *Member Handbook* and *Your Retirement Guide* for additional information.

I am retired. How do I remove my former spouse as my option beneficiary?

You may cancel your option election if the option beneficiary is your former spouse or former registered partner and the Judgment of Dissolution, court order or termination order does not require that you maintain your former spouse as an option beneficiary. It is important that a court order address both the lifetime option benefit and the one-time death benefit. To cancel or change any current elections on file with CalSTRS, the appropriate forms must be submitted and approved.

Can the court award my former registered domestic partner a portion of my CalSTRS retirement benefits?

Upon the legal termination of a registered domestic partnership, which are subject to many of the same community property laws that apply in a divorce, the court may divide CalSTRS benefits.

What is the one-time death benefit?

The one-time death benefit is a one-time payment payable to the member's designated recipients upon the member's death. To elect a beneficiary, a *Recipient Designation* form must be filed with CalSTRS. This benefit is subject to a community property division and should be addressed in a community property court order. See the form for more information about this benefit.

My divorce is not final. Can I submit a new *Recipient Designation* form to remove my former spouse?

You may submit a new form at any time. However, changes to your account cannot be made until the community property issues are resolved, including any changes to your death benefit selection. Designations must comply with your court order.

I plan to retire at the end of this school year. However, my former spouse and I have not completed the divorce process. Will this delay my retirement?

Once you have decided on your retirement date, submit your retirement application in order to preserve your benefit effective date.

In general, to prevent delays, it is important that a member forward dissolution documents to CalSTRS for review as soon as they are available. We will notify you of any additional documents that may be required. If all requirements are met, your retirement should not be delayed.

What happens if the member or nonmember spouse dies before the community property portion of accounts have been divided?

A court order is usually required to address any unresolved community property issues. CalSTRS is required to protect the community property interests of all parties, including the estate of the deceased party.

Court orders

What divorce documents should I send to CaISTRS if I want the community property interest reviewed, and should the documents be originals?

Send photocopies of your entire Notice of Entry of Judgment and Marital Settlement Agreement and include all attachments. We will review these documents to determine the community property interests, if any, and whether the language meets legal requirements. When benefits are to be divided, you will be required to provide CalSTRS with filed certified copies. In many cases, we will need additional documentation before we can divide an account or declare the account as sole and separate property of the member.

Why must I send the entire court order when it contains personal information not related to my CaISTRS retirement benefits?

CalSTRS must have a complete and unaltered copy of the court order to make an informed determination of any community property interest that may have been awarded to the nonmember spouse. CalSTRS is committed to responsible information handling practices. Your personal information will be kept strictly confidential and used to conduct CalSTRS-related business only.

What is a certified copy?

A certified copy is a document that is filed with the court, is signed by a judge and includes the original seal of the court. A certified copy ensures the authenticity of the document on file with the court and protects the interest of all parties. You can obtain a certified copy of your court order from the county clerk's office where your divorce was filed.

Will CalSTRS review a draft of the court order before I file it with the court?

Yes, at your request, we will review your draft court order for language that can be accepted by CalSTRS.

Do you provide sample language for court orders regarding CalSTRS accounts?

Sample court orders are contained within this guide. These forms are intended to be used only as a guideline. CalSTRS cannot provide legal advice. Be sure to consult with your legal adviser for guidance pertaining to your individual situation.

Serving documents

How can legal documents be served on CalSTRS?

- Child and spousal support orders can be served in person, or by mail or fax.
- Joinders can be delivered by mail, email, fax or in person.
- Certified court orders regarding legal termination or divorce can be sent by mail or in person.
- Subpoenas must be personally served at the CalSTRS headquarters, with limited exceptions.

100 Waterfront Place West Sacramento, CA 95605

See CalSTRS.com for the most current guidelines for serving subpoenas. All subpoenas requesting documents must be accompanied by a deposit check of \$15. When requesting a personal appearance, a deposit of \$150 is required. Actual costs incurred will be charged as allowed by law.

12. Glossary of terms

The following information provides definitions for terms relating to community property issues. For additional benefit information, see the *Member Handbook* and *Your Retirement Guide*. These and other CaISTRS publications are available at **CaISTRS.com**.

A

Additional earnings credit

A percentage increase to the account balance of Defined Benefit Supplement Program members and Cash Balance Benefit Program participants that is granted by the Teachers' Retirement Board when investment earnings exceed what is necessary to meet the liabilities of the programs.

Age factor

The percentage of final compensation that you will receive as a retirement benefit for every year of service credit. The age factor is based on your age on the last day of the month in which your retirement is effective. To receive an age factor of 2%, members must retire at age 62 if under the CalSTRS 2% at 62 benefit structure. The basic age factor for members under the CalSTRS 2% at 60 benefit structure is 2% at age 60.

CalSTRS 2% at 60:

The age factor at age 60 is 2%. The age factor gradually decreases to 1.10% at age 50 if you retire before age 60 and increases to the maximum 2.4% at age 63 if you retire after age 60.

For example, if you retire at age 60 and have 20 years of service, you will receive 2% (the age factor at age 60) of final compensation multiplied by the 20 years of service credit. This equals 40% of your final compensation ($2\% \times 20$).

CalSTRS 2% at 62:

The age factor at age 62 is 2%. The age factor gradually decreases to 1.16% at age 55 if you retire before age 62 and increases to the maximum 2.4% at age 65 if you retire after age 62.

Annuitant

A retired member or participant who receives a benefit as an annuity payment equal to the balance of her or his Defined Benefit Supplement or Cash Balance Benefit accounts.

Annuity

Member-Only Defined Benefit Supplement or Participant-Only Cash Balance Benefit Annuity: A monthly payment equal to the balance of your Defined Benefit Supplement account or Cash Balance Benefit account spread over your lifetime. Any balance remaining upon your death will be paid to your one-time death benefit recipients.

100% Beneficiary Annuity: Provides an actuarially reduced monthly payment equal to the balance of your Defined Benefit Supplement account or Cash Balance Benefit account spread over your lifetime and the lifetime of your annuity beneficiary. One hundred percent of your monthly annuity payment will continue to be paid to your annuity beneficiary upon your death.

75% Beneficiary Annuity: Provides an actuarially reduced monthly payment equal to the balance of your Defined Benefit Supplement account or Cash Balance Benefit account spread over your lifetime and the lifetime of your annuity beneficiary. Seventy-five percent of your monthly annuity payment will continue to be paid to your annuity beneficiary upon your death.

50% Beneficiary Annuity: Provides an actuarially reduced monthly payment equal to the balance of your Defined Benefit Supplement account or Cash Balance Benefit account spread over your lifetime and the lifetime of your annuity beneficiary. Fifty percent of your monthly annuity payment will continue to be paid to your annuity beneficiary upon your death.

For the 100%, 75% and 50% beneficiary annuities, your annuity beneficiary must be the same as your option beneficiary. If your beneficiary dies before you, your annuity payment will rise to the Member-Only amount.

Period-Certain Annuity: A monthly payment for any number of years from three to 10 equal to the balance of your Defined Benefit Supplement account or Cash Balance Benefit account. The amount you receive is based on the number of years over which the annuity is paid; the lower the number of years, the higher the amount payable each month. If you die before the annuity period ends, the remaining payments are paid to your one-time death benefit recipients.

Assessment

The reduction applied to your benefit if you change or cancel your preretirement election of an option or if your option beneficiary dies before you retire. The amount is the actuarial equivalent of the coverage you received as a result of the preretirement election. (Assessments of \$0 do not result in a benefit reduction.)

В

Beneficiary

Any person or entity receiving or entitled to receive payments because of the disability or death of a member. Only a person or special needs trust (not an estate, another type of trust or a corporation) may be designated to receive an option benefit upon your death.

Benefit

A monthly or lump-sum amount payable to a retired member, disabled member, retired participant, disabled participant or beneficiary

Benefit formula (service retirement)

For the Member-Only Benefit, the formula is service credit x age factor x final compensation. If choosing an option, multiply the Member-Only Benefit by the appropriate option factor.

Benefit formula (Disability Coverage A or B)

The basic disability benefit is generally 50% of your final compensation and may be reduced for periods of part-time employment. Final compensation for disability purposes uses your earned, rather than earnable, compensation. Service credit generally is not a factor in determining the amount of your disability benefit.

Benefit recipient

A person or entity that receives a one-time death benefit payment or an ongoing CalSTRS benefit payment.

CalP

CalPERS

California Public Employees' Retirement System.

CalSTRS 2% at 60 CalSTRS 2% at 62

CalSTRS has two benefit structures:

- Members and participants first hired on or before December 31, 2012, are under the CalSTRS 2% at 60 benefit structure.
- Members and participants first hired on or after January 1, 2013, are under the CalSTRS 2% at 62 benefit structure.

In addition, educators who were members of a concurrent retirement system on or before December 31, 2012, and performed service in that system within six months of becoming a CalSTRS member are under the CalSTRS 2% at 60 benefit structure, as are those who performed service that could be credited to the Defined Benefit Program that was subject to coverage under a different retirement system, including Social Security, on or before December 31, 2012.

The 2% refers to the age factor, or percentage of final compensation, that Defined Benefit members will receive as a retirement benefit for every year of service credit.

CalSTRS Pension2

Pension2 is CalSTRS' voluntary defined contribution plan that offers 403(b), 457(b), Roth 403(b) and Roth 457(b) plans for additional income in retirement.

Career factor

Available only for members under the 2% at 60 benefit structure. An increase in the percentage of final compensation on which your Defined Benefit service retirement is based. If you retire with at least 30 years of earned service credit, 0.2% is added to the age factor up to the maximum age factor of 2.4%, which is reached at age 61½ with the career factor instead of age 63. The career factor doesn't apply if you die before retirement unless you filed a preretirement option election with CalSTRS. The career factor doesn't increase the age factor beyond 2.4% at any age.

Cash Balance Benefit Program

Alternative CalSTRS retirement plan for educators hired to work on a part-time, substitute, adjunct or temporary basis for employers that offer the program. The Cash Balance Benefit Program is an alternative to Social Security, private plans and the CalSTRS Defined Benefit Program.

Cash balance plan

A retirement plan in which your contributions and your employer's contributions earn a guaranteed annual interest rate. When you retire, you or your beneficiary will receive all the funds in your account as an annuity or a lump sum. The Defined Benefit Supplement and the Cash Balance Benefit programs are cash balance plans.

Client ID

A CalSTRS randomly generated number used to identify members. CalSTRS uses your Client ID instead of your Social Security number for security and privacy. Your Client ID is on your *Retirement Progress Report*, available at myCalSTRS.com.

Community property

Almost any property accumulated during a marriage except property received as a gift or

inheritance. There are other exceptions that can be explained by an attorney or legal representative.

Community property period

The period of time starting from the date of marriage to the date of separation. The date of separation is important in determining each party's property rights.

Community property share

The amount determined to be the property of each party in a divorce or legal separation. In relation to the CalSTRS Defined Benefit Program, this is generally 50% of service credit and accumulated contributions plus interest that was credited to the member's account during the marriage.

Comparable level position

Any job in which you can earn $66\frac{2}{3}$ % or more of indexed final compensation.

Compensation cap or limit

The annual maximum amount of creditable compensation that can be used to calculate your CalSTRS retirement benefit. Any compensation in excess of this limit is not creditable compensation, and neither your employer's nor your contributions are credited to the Defined Benefit Program, the Defined Benefit Supplement Program or the Cash Balance Benefit Program for amounts over the compensation cap. Employers may offer a defined contribution plan, such as CalSTRS Pension2, for contributions in excess of the compensation limit.

Find the current year's cap for your benefit structure in the CalSTRS *Member Handbook*.

Compensation earnable

The weighted average of the amount you would have been paid if you had worked in each of your assignments on a full-time basis, also known as the annualized pay rate, plus any remuneration in addition to salary. To determine the compensation earnable for a school year, take the total amount of salary earnings, divide it by the total amount of service credit and add any remuneration in addition to salary.

Concurrent service retirement

Retiring for service from CalSTRS and the Legislators' Retirement System, California Public Employees' Retirement System, San Francisco Employees' Retirement System, University of California Retirement System or those systems established under the County Employees Retirement Law of 1937 as long as you perform no service creditable to either system between retirement dates. CalSTRS may use the full-time equivalent compensation for service performed under the other retirement system to calculate the CalSTRS service retirement benefit. CalSTRS may only use compensation from the other retirement system for pay periods in which compensation earnable associated with CaISTRS service is not available.

Compound Option

Provides a monthly benefit to one or more option beneficiaries after the member dies. This option election has various choices regarding the delegation of an option benefit. For example, in a community property settlement, the member may elect the nonmember spouse as an option beneficiary for the community property share only. The member can name additional option beneficiaries for the remaining share or can choose to receive it as a Member-Only Benefit.

County Employees Retirement Law of 1937

The following counties provide retirement benefits under this law: Alameda, Contra Costa, Fresno, Imperial, Kern, Los Angeles, Marin, Mendocino, Merced, Orange, Sacramento, San Bernardino, San Diego, San Joaquin, San Mateo, Santa Barbara, Sonoma, Stanislaus, Tulare and Ventura.

Court certified copy

A legal document that has been filed with the court, is signed by a judge and includes the original seal of the court.

Coverage A

The disability and survivor benefit programs available to those who became members on or before October 15, 1992. Coverage A is mandatory for all members of the Defined Benefit Program who were receiving a disability benefit or a service retirement benefit with an effective date on or before October 15, 1992. Members who were not receiving a benefit on or before that date could have chosen to retain Coverage A or elected Coverage B during the election period between October 16, 1992, and April 13, 1993.

Coverage A disability benefit (Disability Allowance)

A feature of the Defined Benefit Program that provides partial income replacement for members with a disability. The benefit is paid as long as you are disabled up to normal retirement age or the date your last dependent child reaches age 22.

Coverage A survivor benefit (Family Allowance)

A monthly amount paid to your surviving spouse or registered domestic partner with eligible dependent children after your death. The maximum amount is 90% of your final compensation—40% for your spouse or partner plus 10% for each eligible dependent child up to an additional 50%.

Coverage B

The disability and survivor benefit programs for new members after October 15, 1992, or those who previously had Coverage A and elected Coverage B.

Coverage B disability benefit (Disability Retirement)

A feature of the Defined Benefit Program that provides benefits to members with a disability. Those receiving disability payments under Coverage B are "retired" and will be paid as long as they are disabled, without respect to age.

Coverage B survivor benefit

If you die before retirement and had a preretirement election of an option on file with CalSTRS, a lifetime benefit will be payable to your elected option beneficiary. If you do not have a preretirement election of an option, a survivor benefit may be payable to your surviving spouse or registered domestic partner and eligible dependent children.

Creditable compensation

Salary and remuneration in addition to salary that are paid in cash by an employer to all persons in the same class of employees for performing creditable service in that position, subject to certain exceptions.

CalSTRS 2% at 62: Only compensation paid in cash each pay period in which creditable service is performed under a publicly available written contractual agreement is considered creditable compensation. Creditable compensation for service in excess of one year in a school year is creditable to the member's Defined Benefit Supplement account, up to the compensation cap. Limited-term payments or compensation determined to have been paid for the purpose of enhancing a benefit are not creditable to any CalSTRS benefit program.

The limit on creditable compensation counted toward the CalSTRS retirement benefit formula is adjusted annually by changes to the Consumer Price Index for All Urban Consumers: U.S. City Average. Employers may offer their employees a defined contribution plan, such as CalSTRS Pension2, for contributions on compensation in excess of the limit.

Creditable service

Specific employment activities, such as teaching, vocational or guidance counseling, mentoring, services related to school curriculum and certain administrative duties, performed for an employer in a position with certification qualifications authorized by the Commission on Teacher Credentialing or under minimum standards adopted by the Board of Governors of the California Community Colleges, or under the provisions of an approved charter for a charter school eligible to receive a state apportionment. Includes service performed by school health professionals, school librarians, superintendents and others as defined in Education Code section 22119.5.

Credited interest

At the end of each fiscal year, interest is credited to the accumulated Defined Benefit contributions and interest in each active and inactive member's account at the interest rate adopted by the Teachers' Retirement Board. The current rate approximates the yield on two-year Treasury notes.

Credited service

See service credit.

D

Death benefit

See one-time death benefit.

Defined benefit plan

A retirement plan in which your retirement benefit is based on a formula, not on how much you contribute or how well investments perform.

Defined Benefit Program

A traditional defined benefit plan within the State Teachers' Retirement Plan that provides a lifetime retirement benefit (based on a formula set by law: age factor x service credit x final compensation) and disability and survivor benefits.

Defined Benefit Supplement Program

The Defined Benefit Supplement Program is a cash balance plan for Defined Benefit members that provides an additional retirement benefit. For every dollar you and your employer contribute to the program, your account is credited accordingly. In addition, your account earns guaranteed interest and any additional earnings credits declared by the Teachers' Retirement Board. Your benefits are paid as either a lump sum or an annuity equal to the total balance of your account. You and your employer make contributions on compensation earned from service in excess of one year of service credit, up to the compensation cap, and for CaISTRS 2% at 60 members, limited-term payments. From January 1, 2001, through December 31, 2010, 25% of your regular monthly Defined Benefit member contribution was also credited to your account.

Defined contribution plan

A retirement plan in which the benefit depends on your contributions, investment gains or losses, and expenses. Benefits under defined contribution plans are not guaranteed. CalSTRS Pension2 is a voluntary defined contribution plan.

Disability

As defined in the Education Code, a medically determinable physical or mental impairment that is permanent or that can be expected to last continuously for at least 12 months. The disability must prevent you from performing your usual duties with reasonable accommodation or the duties of a comparable level for which you are qualified or can become qualified by education, training or experience. You may apply for disability while still employed. Any impairment from a willful self-inflicted injury does not constitute a disability.

Ξ

Effective date

The date upon which the benefit becomes payable.

Eligible dependent children

Coverage A: Your unmarried children or children not in a registered domestic partnership, or adopted children or stepchildren, under age 22 who are financially dependent on you on the effective date of your disability benefit or the date of your death.

Coverage B: Your children, adopted children or stepchildren under age 21, if financially dependent on you on the effective date of your disability retirement or the date of your death.

F

Final compensation

The highest average annual compensation earnable during any period of either 12 or 36 consecutive months.

CalSTRS 2% at 60: The final compensation period is 12 consecutive months if you have at least 25 years of service credit. Otherwise, the final

compensation period is 36 consecutive months if you have fewer than 25 years of service credit.

CalSTRS 2% at 62: Final compensation is based on the highest average annual compensation earnable during 36 consecutive months.

Final compensation for most disability benefits and some survivor benefits uses your earned, rather than earnable, compensation.

Former spouse

See nonmember spouse.

Full time

The number of days or hours of creditable service the employer requires a class of employees to perform in a school term under a collective bargaining or employment agreement to earn the annualized pay rate.

H

Hybrid retirement system

CalSTRS administers a hybrid retirement system consisting of traditional defined benefit (Defined Benefit Program), cash balance (Defined Benefit Supplement and Cash Balance Benefit programs) and voluntary defined contribution (CalSTRS Pension2) plans. CalSTRS also provides survivor and disability benefits.

Indexed final compensation

The final compensation used to determine your disability benefits, adjusted annually from the school year in which the benefits began by the rate of change in the average compensation earnable as determined by the Teachers' Retirement Board.

J

Joinder

The process of making CalSTRS a party to a dissolution proceeding. CalSTRS cannot enforce a court order dividing the benefits until joined as a party to the action.

L

Longevity bonus

For 2% at 60 members, the benefit enhancement that increases your monthly benefit if you had at least 30 years of qualified service credit on or before December 31, 2010. The bonus will be reduced by an option factor if you choose an option.

Μ

Member

Any person, unless specifically excluded by law, who has performed creditable service, has earned creditable compensation for that service, and has not received a refund for that service and, as a result, is subject to the Defined Benefit Program.

Active member: A member who is not retired or receiving a disability benefit and who earns creditable compensation during the school year.

Inactive member: A member who is not retired or receiving a disability benefit and who has not earned creditable compensation during the current or preceding school year.

Disabled member: A member who receives a CalSTRS disability benefit.

Retired member: A member who has terminated employment and has retired from service or has retired for disability and receives a retirement benefit.

Member-Only Benefit

The highest monthly benefit you can receive when you retire for service or disability before any reduction to provide for an option beneficiary.

Modified Benefit

A reduced benefit that allows you to provide an ongoing lifetime benefit to one or more option beneficiaries after your death. The reduction to your Member-Only Benefit is based on an option factor, which depends on the option you choose, your age and the age of your option beneficiary when the election is made.

Ν

Nonmember spouse

A member's spouse or former spouse, or a member's registered domestic partner or former registered domestic partner, who is being or has been awarded a community property interest in the member's Defined Benefit, Defined Benefit Supplement or Cash Balance Benefit accounts. A CalSTRS member may also be referred to as a nonmember spouse in a dissolution action regarding a CalSTRS account.

Nonmember spouse account

An account awarded to a former spouse or registered domestic partner due to dissolution. The account is separate and distinct from a CaISTRS member account.

Normal retirement age

For 2% at 60 members, age 60; for 2% at 62 members, age 62.

0

One-time death benefit

A one-time benefit paid to your death benefit recipients after you die.

Option

A plan feature that allows you to distribute your retirement benefit over your lifetime and the lifetime of one or more persons or a special needs trust.

100% Beneficiary Option: Upon your death, the Modified Benefit will be paid to your option beneficiary for life. If your option beneficiary dies before you, your benefit will be raised to the Member-Only Benefit level.

75% Beneficiary Option: Upon your death, threequarters of the Modified Benefit will be paid to your option beneficiary for life. If your option beneficiary predeceases you, your benefit will be raised to the Member-Only Benefit level. **50% Beneficiary Option**: Upon your death, one-half of the Modified Benefit will be paid to your option beneficiary for life. If your option beneficiary predeceases you, your benefit will be raised to the Member-Only Benefit level.

Compound Option: Upon your death, benefits will be paid to one or more option beneficiaries for life. The benefit paid to an individual option beneficiary depends on the option and percent of the total benefit elected for that beneficiary.

Option beneficiary

The person or persons or special needs trust you name to receive a lifetime monthly benefit after your death.

Option factor

An actuarially determined factor used to calculate the reduction to your Member-Only monthly benefit when you elect an option to provide a lifetime monthly benefit to a designated option beneficiary after your death.

Ρ

Participant

Individuals who have performed creditable service subject to coverage by the Cash Balance Benefit Program and who have contributions credited or are receiving an annuity under the Cash Balance Benefit Program, or who have not yet received a lump-sum retirement benefit or termination refund.

Pension2

See CalSTRS Pension2.

R

Reasonable accommodation

Federal and state laws give you the right to request modifications that would allow you to continue working and obligate employers to make a good faith effort to accommodate these requests. Before making a final decision on your application for disability benefits, CalSTRS may require you to pursue a request for reasonable accommodation to enable you to continue employment in your same position, or in one with comparable duties. Reasonable accommodation could be accomplished by changing the duties of your position or reassigning you to alternate duties you are qualified to perform through modification of your work site or other measures.

Recipient

The beneficiary you name to receive your one-time death benefit.

Redeposit

The purchase of service credit represented by previously refunded member contributions and interest. Redeposit costs include the interest the refunded amount would have earned had the funds remained in the CalSTRS account. If repaid over time, a finance charge is added.

Refund

A lump-sum return of a member's accumulated retirement contributions and interest earned under the Defined Benefit Program. A refund does not include the balance of funds credited to the member's Defined Benefit Supplement account. (If you refund, you'll receive the total balance of your Defined Benefit Supplement account as a termination benefit. You cannot redeposit the Defined Benefit Supplement distribution.)

Registered domestic partner

A registered domestic partner has many of the same rights and responsibilities as a spouse under California law, including laws concerning community property, child custody and support, and access to family court for the dissolution of a partnership.

Reinstatement

Returning to employment in a position requiring CalSTRS membership and terminating a CalSTRS benefit, such as a retired educator returning as an active member to the classroom in a credentialed position.

Retirement benefit

A monthly benefit paid each month after retirement.

Retirement Progress Report

An annual report for active and inactive members that includes:

- A summary of Defined Benefit, Defined Benefit Supplement and Cash Balance Benefit program transactions during the prior year.
- Accumulated service credit.
- Contribution and interest balances.
- Any excess member contributions made during the year.
- Death benefit recipient and beneficiary information.
- Two projections of your retirement benefit (Defined Benefit Program) if you are at least age 45.

Return of member contributions

A one-time payment of all your accumulated contributions and interest earned. The payment equals your total contributions and interest at the time of retirement, disability or death, less the sum of all monthly benefit payments received. This is payable when there are no longer any option beneficiaries or survivors who qualify for a continuing monthly benefit.

S

Segregation method

A method used to divide a member's benefit accounts. Through this division, the nonmember spouse's share of benefits is placed in a separate nonmember spouse account.

Service credit

Accumulated period in years, including partial years, for which you earned creditable compensation and made contributions under the Defined Benefit Program determined as the ratio of your salary earnings in a position to the full-time annualized pay rate of the position. Service credit is one of the factors used to determine your eligibility for benefits under the Defined Benefit Program. Service credit cannot exceed 1.000 in any given school year.

Service retirement benefit calculation

The formula used to calculate the Member-Only benefit amount CalSTRS members will receive after retiring from service. The formula is: service credit x age factor x final compensation = your retirement benefit.

Sole and separate property

A term used in a dissolution action to stipulate the member will retain rights to the entire CalSTRS account. This may be addressed in a court order or waiver.

Supplemental Benefit Maintenance Account

The account from which payments are made to members and beneficiaries whose current benefit is worth less than 85% of the original benefit when adjusted for California Consumer Price Index increases.

Surviving spouse or registered domestic partner

A person who was one of the following:

- Married to you or registered as your domestic partner for at least 12 months before your death.
- Married to you or registered as your domestic partner fewer than 12 months if a child was born during the marriage or partnership or if your surviving spouse or partner is pregnant with your child.
- Continuously married to you or registered as your domestic partner for fewer than 12 months before your accidental death or for the period beginning before the occurrence of the injury or diagnosis of the illness that resulted in your death.

Т

Time rule formula

A method used to divide a member's benefit accounts. This method uses a set formula to determine the percentage of the member's benefit to be paid to the nonmember spouse. The formula is service credit earned during the marital period divided by total service credit at time of retirement. The percentage of the benefit amount earned during the marriage is divided in half. This figure now represents the share of the service credit to which the nonmember spouse would be entitled. This percentage is then multiplied by the member's total benefit to determine the nonmember spouse's share of the benefit.

Notes

CalSTRS resources

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VISIT

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Call ahead to verify the hours and services of your local office.



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