

# Employer Information Circular

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## EMPLOYER REPORTING RESPONSIBILITIES SERIES

CalSTRS is excited to announce our Employer Reporting Responsibilities Series on the Employer Learning Center at [training.calstrs.com](https://training.calstrs.com). This new computer-based training is designed for onboarding new employer reporting partners or serving as a refresher for existing staff. This course includes important information regarding current and future employer reporting tasks such as employer information maintenance, enrollment, Defined Benefit Program contribution reporting, unpaid leaves of absence and more. We rely on employers to report information so that we can accurately administer benefits. Our priority is to provide you the education and service needed to ensure you are able to report this information both timely and accurately.

This five-part series is available beginning November 8, 2023. To access the course, log in to your account or create an account at [training.calstrs.com](https://training.calstrs.com) to view CalSTRS employer training content, register for upcoming trainings, and view notifications of updated materials. Navigate to the Employer Reporting category on the home page and click Employer Reporting Responsibilities Series. The first time you access this course a black “Enroll Me” button will appear; click this button to display the course content.

For questions regarding the Employer Reporting Responsibilities Series or access in the Employer Learning Center, contact [EmployerTraining@CalSTRS.com](mailto:EmployerTraining@CalSTRS.com).