



# Reporting Tips

Courtesy of the New York State Teachers' Retirement System



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## June 2017

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### Tier 6 Contribution Rates

If you haven't already done so, please review the Tier 6 contribution rate information for your NYSTRS employees found in the [Employer Secure Area](#) (ESA). In some cases, you will need to provide us with additional information.

For Tier 6 members that have worked for more than three years, the contribution rate you should use for each member is listed. The navigation path is ESA > Membership > Tier 6 Rates.

For Tier 6 members with less than three years of service, you are required to provide estimated earnings for the 2017-18 school year. Once we have that information, we will provide you with the appropriate contribution rate for each. See ESA > Membership > Tier 6 Action Items.

If you have additional questions, please call us at (800) 348-7298, Ext. 6220.

### Ceasing Contributions for Some Tier 4 Members

The 2017-18 Article 19 *Contributions No Longer Required* report is now available in ESA. This report lists the Tier 4 members who have or will soon reach the 10-year service milestone. For anyone listed, employee contributions to NYSTRS should cease effective July 1, 2017.

Please share this information with your Business Office or payroll department immediately.

### Year-End Reports

Year-end reports will be available in ESA once the System has processed your district's June monthly report. When available, please complete the Year-End Certification Report at your earliest convenience.

This form is prefilled with the monthly reporting data you provided us. We offer this service to make the process easy and efficient for you. This online process eliminates the need for you to complete and mail a paper form to the System.

### Our Toll-Free Number

There are many ways to contact NYSTRS, but if you call us please use our toll-free (800) 348-7298 number. Please refrain from using our secondary toll-free number of (800) 356-3128. You will have access to all the same people and information as you had before.

These [Reporting Tips](#) are available on the [Employers](#) page at [NYSTRS.org](#).  
Contact us at (800) 348-7298, Ext. 6220 or [employer@nystrs.org](mailto:employer@nystrs.org) with any questions about the Tips.