MOSERS EMPLOYERS FORMS

Use this resource as a quick reference to determine which form to submit.

MOSERS
MISSOURI STATE EMPLOYEES' RETIREMENT SYSTEM

APPLICATION TO CORRECT SERVICE

☐ Complete this application to correct the service credit records of an employee who did not receive credit at the time of service.

LEAVE OF ABSENCE/BACK TO WORK

☐ Complete this form to report:
- An unpaid leave of absence for an employee
- To notify MOSERS when an employee returns to work

NOTIFICATION OF CHANGE

☐ Use this form to notify MOSERS of any updates to an employee's demographic information such as:
- Name
- Marital status
- Mailing address
- Email address
- Phone number

TERMINATE EMPLOYMENT

☐ Complete this form to notify MOSERS of an employee's separation from your agency for:
- Termination
- Transfer (terminating agency)
- Retirement
- Deceased
- Disability

TRANSFER OF EMPLOYMENT

☐ Complete this form to notify MOSERS that an employee has transferred to your agency from another state agency.