

Agency/
 Institution
 /school
 name:

Public Service Pension Fund Premium Payment Options during Unpaid Parental Leave for Raising Children (for Public School Teachers and Staff)

To protect your rights, please read the following instructions carefully before choosing an option

1. Pursuant to Article 8, Paragraph 4 of the *Act Governing Retirement, Severance, and Bereavement Compensation for the Teaching and Other Staff Members of Public Schools*, starting August 11, 2017, teachers and staff may choose to cover the **full premium burden and continue to make payments into** the Public Service Pension Fund (hereinafter “the Pension Fund”) when taking unpaid parental leave for raising children. When you apply for unpaid parental leave for raising children, you will be asked to fill out two copies of this form, with one copy to be kept by yourself and one kept by the school for their records. **Once you choose to continue making payments, you will not be able to change your decision.**
2. If at the end of the initial unpaid parental leave for raising children period you seek an extension at the same school for the same reason (i.e., the same child), you will not be able to alter your decision to continue making Pension Fund premium payments.
3. How your choice of whether to continue making payments into the Pension Fund premium affects your rights:
 If you opt to continue making monthly Pension Fund premium payments or to defer the full payment for three years, the unpaid parental leave for raising children period will count toward your years of service for retirement, severance, or bereavement compensation. If you choose to stop making such payments, the unpaid parental leave for raising children period may not be counted towards your years of service for retirement, severance, or bereavement compensation; and you may not later request to make up the payments for that period.
4. If you took unpaid parental leave for raising children before March 31, 2021 and remained on leave after April 1, 2021, please fill out this form in accordance with the regulations set forth in Article 1 following notification by your school.

Name													
National ID No.	<table border="1" style="width: 100%; height: 20px; border-collapse: collapse;"> <tr> <td style="width: 5%;"></td> <td style="width: 5%;"></td> <td style="width: 5%;"></td> <td style="width: 5%;"></td> <td style="width: 5%;"></td> <td style="width: 5%;"></td> <td style="width: 5%;"></td> <td style="width: 5%;"></td> <td style="width: 5%;"></td> <td style="width: 5%;"></td> <td style="width: 5%;"></td> <td style="width: 5%;"></td> </tr> </table>												
Unpaid parental leave for raising children start and end dates	From (yyyy) (mm) (dd) to (yyyy) (mm) (dd)												
Continue or stop paying into the Pension Fund premium?	<input type="checkbox"/> Continue <input type="checkbox"/> Stop												
Payment method (not applicable to those who choose to stop making payments)	<input type="checkbox"/> Monthly payments <input type="checkbox"/> Defer the full payment for three years												

Form completed by: _____(Signature or seal)

Contact address: _____

Contact Tel.: _____

Service Unit: _____

Date: _____(yyyy)_____ (mm)_____ (dd)