



Current Year Certification

R. 05/2024

LOUISIANA SCHOOL EMPLOYEES'
RETIREMENT SYSTEM

PURPOSE: To provide procedures for employers to certify members' current year salary contributions and service credit up to the termination date.

*Exceptions are automatically generated on the 16th of each month to add the exception for missing contributions through the previous month. This means if the employer fails to submit Salary Reporting for the previous month an exception of "No contribution information reported" will be added to the member's record for the missing month.

1. Log into www.lasers.net and locate the Current Year Certification under Certifications option.



2. Enter the member's Social Security Number (SSN) and member reported data will be populated.

Current Fiscal Year Certification

Fields marked With a * are required.

Employer Name

Employer ID

SSN*

Name

1st State Service Date

100% Accrual Date

Member Contribution Rate

Employer Contribution Rate

Current Year 2023-24

Certification of Employment Termination Date

Certify the member's employment termination date as .

Yes

No

Reported Salary Contribution and Service Credit

Total	Actual Earnings	Member Contribution	Contribution Type	Full Time Earnings	Service Credit Type
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LOUISIANA SCHOOL EMPLOYEES' RETIREMENT SYSTEM

- Member's termination date must be confirmed, or a corrected date must be provided if it's different from the system records.

Certification of Employment Termination Date

Certify the member's employment termination date as 03/04/2024.

Yes
 No

Please enter the certified employment termination date and identify the reason.

Termination Date
 Reason

- The current year salary contribution and service credit information must be provided for certification purposes. If provided information is different from reported information (system records), corrections must be processed through [Contributions and Corrections](#) under Processes. Once certification data matches reported information, it can be submitted here to complete the certification.

Certification of Current Year Salary Contribution and Service Credit

Full-Time/Part-Time Days in Contract
 Actual Hours/Week Partial Year?
 Full-Time Hours/Week

	Actual Earnings	Member Contribution	Contribution Type	Full Time Base Salary	Days Paid
Regular	<input type="text"/>		Sheltered	<input type="text"/>	<input type="text"/>
Leave Without Pay(LWOP)					<input type="text"/>
Extended Sick Leave (ESL)	<input type="text"/>		Sheltered		<input type="text"/>
Workers' Compensation (WC)	<input type="text"/>		Sheltered		<input type="text"/>
ESL Paid by Member	<input type="text"/>		Unsheltered		
WC Paid by Member	<input type="text"/>		Unsheltered		
Total	0.00	0.00			
Special/Extra Earnings	<input type="text"/>		Sheltered		
Total including extra earnings	0.00	0.00		0.00	0.00

If the reported salary contribution information does not match your records, please proceed to [Contributions and Corrections](#) to process the necessary corrections.

Calculation of Service Credit

Service Credit Calculation

	Eligibility	Service
Regular	0.00	0.00
ESL	0.00	0.00
WC	0.00	0.00
Total	0.00	0.00