



Employer Education



How to Complete a
Wage Certification

During this webinar:

- Types of Wage Certifications
- Notification of Certifications
- Walkthrough - completing a wage certification



Types of Wage Certifications

- Service Retirement
- Reemployed Retiree payment
- Survivor Benefit
- Transfer
- Disability Benefit
- Beneficiary Lump Sum
- Refund



Who Receives Notification?

- The Employer Web Administrator (EWA) and those assigned the “Wage Certification” role
- Must complete a wage certification for contractors



Things to Know

- Any accrued, **unused** sick or vacation leave is not subject to SERS contributions
- Review taxed and pick-up (pre-tax) contributions; verify they are entered in the appropriate cell
- Indicate if the employee was **eligible** for health care; Enrollment not necessary
- Only enter the 10% employee contribution amounts (pre or post tax) in the Pay Period Certification Details panel if prompted.
- Complete wage certification when you have final payroll information



Did You Know?

A person can retire from their higher-paying position and continue working in a lower-paying position (both positions held at time of retirement)

