



Military Service Time and Civil Service Retirement

How to Apply Military Service Time to Civil Service Retirement

If an employee serves, or previously served, in the military and now holds a civilian position, their military service time may apply toward civil service retirement. Military service time must be bought back to apply towards civil service retirement. For Military Service Credit deposits that do not cause a break in civilian service, the amount to buy back the military time is 3% of military earnings (except years 1999-2000 which have a slightly higher percentage rate). For the first two years of civilian service there is no interest accrued in buying back your military time; however, daily interest will begin accruing beginning on your third year of employment. This amount **MUST** be paid off prior to retirement.



Ready to move on!

Eligible Types of Military Service

(Military Service must have been performed after December 31, 1956.)

- Non-retired military
- Active duty performed under title 10 which terminated under honorable conditions
- Graduates from Military Service Academies (can buy back Academy time)
- Retired Military (with a waiver of Military Retired Pay to stop all retainer payments)
- Reserves/National Guard (even if they qualify for a military retirement under provisions of 10 U.S.C. 12731-12739)
- Civilian Employees activated by Reserves or National Guard causing a break in Civilian Service
- Peace Corps
- Public Health service

Types of Military Service NOT Eligible for Buy Back

- Dishonorable Discharge
- Clemency Discharge
- Neutral or Uncharacterized Discharge
- Officer Dismissal

Where to Start (visit the [Office of Personnel Management site](#) for any forms you may need)

- Employee completes an RI 20-97
- Submit documentation supporting timeframes requested on RI 20-97
- o DD 214: Request service records online via www.archives.gov or by mailing an SF 180 to:

National Personnel Records Center (Military Personnel Records)

1 Archives Drive

St. Louis, MO 63138-1002

Documentation other than a DD 214 may be acceptable and more information can be found here.

The documentation must include the following:

- Must have service start and stop dates
- State military rank escalation during timeframe
- List any lost time
- Type of discharge (Character of Service)
- Military Academy
- Academic Record of Classes (Transcript)
- Memo from Academy certifying time (from Dean or Registrar)

For more information about applying military service time to civil service retirement, see [this publication](#) from the Defense Finance Accounting Services (DFAS).



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