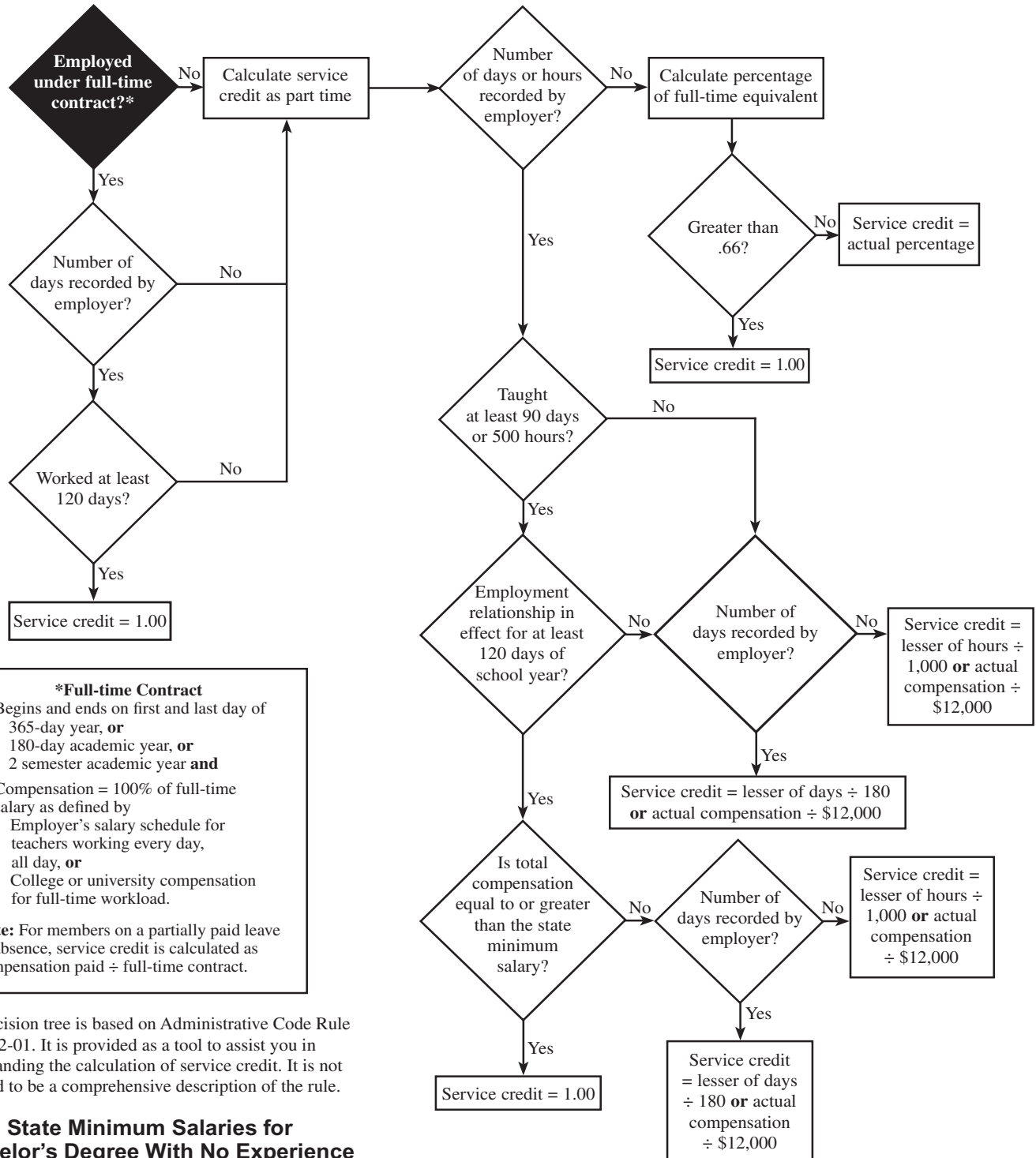




Service Credit Decision Tree (Effective July 1, 2019)



***Full-time Contract**

- Begins and ends on first and last day of
 - 365-day year, **or**
 - 180-day academic year, **or**
 - 2 semester academic year **and**
- Compensation = 100% of full-time salary as defined by
 - Employer's salary schedule for teachers working every day, all day, **or**
 - College or university compensation for full-time workload.

Note: For members on a partially paid leave of absence, service credit is calculated as compensation paid ÷ full-time contract.

This decision tree is based on Administrative Code Rule 3307:1-2-01. It is provided as a tool to assist you in understanding the calculation of service credit. It is not intended to be a comprehensive description of the rule.

State Minimum Salaries for Bachelor's Degree With No Experience

Fiscal Year	Salary
2019-2020	\$20,000

(continued)

Full-Time vs. Part-Time Service

	Full Time	Part Time
Contract Length	Covers the entire school year.	Covers only a portion of the school year.
Compensation	100% of the full-time salary defined by salary schedule and works at least 120 days.	Does not equal the salary schedule for teacher working every day of the school year or does not meet requirements for full-time employment.

Calculating Part-Time Service Credit (Effective July 1, 2019)

Employment Status	Days Worked	Days in Employment Relationship	Is Salary Greater Than State Minimum?	Service Credit Calculation
Part Time	≥ 90	≥120	Yes	1.00
	≥ 90	≥120	No	Lesser of: Days ÷ 180 or Actual Compensation ÷ \$12,000
	≥ 90	<120	N/A	Lesser of: Days ÷ 180 or Actual Compensation ÷ \$12,000
	<90	N/A	N/A	Lesser of: Days ÷ 180 or Actual Compensation ÷ \$12,000