

Application must be completed and date stamped at NDPERS on or before the last working day of the month in which you terminate employment. You may purchase all or part of your unused sick leave for retirement service credit. One month of service credit may be purchased with NDPERS for each 173.3 hours of unused sick leave. Sick leave conversion with NDPERS is available to you, even if your employer pays out a portion of your sick leave at time of separation. Please confirm any rules that may apply to sick leave payout with your employer.

The cost to purchase sick leave is determined by taking the required contribution rate of your Final Average Salary times the number of months being converted. The final payment amount will be calculated by NDPERS, after your termination. Payment can be made either on an after-tax basis through personal check or pre-tax basis through direct rollover/transfer. To elect to convert your sick leave, the Conversion of Unused Sick Leave Application – Defined Benefit SFN 58358 must be completed and received by NDPERS before the last day of the month in which you separate employment. If using pre-tax dollars to do the purchase, please ask your Employer to complete Part F on the form. Please review the terms on the conversion application carefully. The sick leave payment must be paid by the 15th of the month following the month of termination.

Required Contribution Rates:

Main System = 15.26%
Public Safety with Prior Service = 16.45%
Public Safety without Prior Service = 14.57%
Highway Patrol System = 34.14%
Public Safety - BCI = 16.95%
State Law Enforcement = 16.45%
Judges = 26.66%

FEDERAL LIMITATIONS:

Certain types of purchase payments may be subject to limitations established in the Internal Revenue Code Section 415(c). Current law may limit after-tax employee contributions into the retirement plan. NDPERS will notify you if federal limits apply to your purchase payment(s).