

How to Apply for Non-Regular Service Retirement Pay

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Summary

Non-regular service retirement pay is “reduced compensation for reduced services.” Military retired pay is not a pension or annuity, nor is it awarded as a vested interest or contractual right. Retired pay for length of service ranges from 40 percent to 100+ percent of basic pay. Retirement pay for non-regular service, the complement to retired pay granted to regular and other members at the end of at least 20 years of active service, was authorized for members of the Reserve Component in 1949.

In order to apply for non-regular service retirement pay, Soldiers should have reached the age of eligibility for retired pay, and completed 20 years of qualifying service. Certain persons should have completed additional service requirements and be entitled to retired pay from an armed force or retainer pay from the Fleet Reserve or the Fleet Marine Corps Reserves.

To initiate the retirement pay application process, HRC-STL will mail a retirement packet to the Soldiers in the IRR, the Stand-By Reserve, and the Retired Reserve on or about their 58th birthdays. State MPMO-G-1s may notify Soldiers still in service in the ARNG at or about the same time. Soldiers who qualify for reduced retirement age for service in certain operations may call or access HRC-STL at <https://www.hrc.army.mil/site/index.asp> or contact their State’s Retirement Service Personnel to request an application for non-regular retired pay. Soldiers who have not kept their addresses up to date will not receive packets. Soldiers may refer to the following quick guide for instructions on how to apply for retirement pay.

Depending on the State, Soldiers may be entitled to both State and Federal Military retirement plans. Soldiers must contact or visit their State’s website for additional information and/or State retirement application requirements and procedures.

Quick Guide: How to apply for non-regular retirement pay

1. Receive retirement packet from HRC-STL, apply via the HRC [retirement website](#), or contact State Headquarters.
2. Complete all required forms.
3. Gather supplementary documents.

4. Compile all completed forms and documents and mail to HRC-STL. You will be notified if further information is needed.

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Frequently Asked Questions

Q. What does the application for retirement pay consist of?

A. The Retirement Application Packet consists of the following documents:

1. DD Form 108, Application for Retired Pay Benefits.
2. DD Form 2656, Data for Payment of Retired Personnel.
3. SF1199a, Direct Deposit Sign-up form.
4. AHRC-STL Form 1259, Approximate Point Value for Retirement Benefits.
5. AHRC-STL Form 1459, SBP Information Sheet.
6. AHRC-STL Form 4001, Important Information Concerning Retired Pay Application.
7. Soldiers must complete the DD Form 108; DD Form 2656 and SF 1199a, attach the following supporting documents, and return the entire packet to HRC-STL.
 - o NGB Form 23C, RPAM statement, Application for Retired Pay. NOTE: All retirement points earned must be included on the NGB Form 23C. HRC-STL will not accept manual retirement point statements.
 - o 20 or 15 Year NOE.
 - o DD Form 1883, Survivor Benefit Plan Election Certificate, or DD Form 2656-5, Reserve Component Survivor Benefit Plan (RCSBP) Election Certificate.
 - o Promotion or reduction order.
 - o DD Forms 214, Certificate of Release or Discharge from Active Duty.
 - o DD Forms 215, Correction to DD Form 214.
 - o Approved extensions beyond age 60, if applicable.
 - o Miscellaneous Documents, such as death certificate for spouse; divorce decree; remarriage certificate; or other documents that affect dependency and beneficiary information not listed which supports the retirement application. NOTE: Soldiers and Retirees are required to forward death certificate or remarriage certificate to HRC-STL, effective with the death or remarriage. Also, RC-SBP election changes are required to be submitted in the event of death of annuitant or remarriage and divorce, if Retiree is not required to name former spouse on the DD Form 2656-1.
 - o Note: Reduced Retirement applicants must write "Reduced Retirement Eligible Applicant" in large print at the top of Forms 108 & 2656.

Q. Must I be 60 years old to apply for retirement pay?

A. The standard eligibility for retired pay for non-regular service is age 60. However, as of 28 January 2008, section 12731(f) of Title 10, U.S. Code authorizes reduced eligibility age for Soldiers of the Ready Reserve who serve on active duty in support of a contingency operations including the wars in Iraq and Afghanistan or active service authorized by the President or the Secretary of Defense under Title 32, USC,

Section 502(f) for purposes of responding to a national emergency declared by the President or supported by Federal funds.

1. Soldiers meeting the eligibility criteria, as indicated above, are eligible for reduced retirement below 60 years of age by three months for each aggregate of 90 days, not consecutive days, performed in any fiscal year after the effective date, indicated above. A day of active duty may be included in only one aggregate of 90 days for the purpose of reducing retirement age.
2. The eligibility age for purposes of reduced retirement age may not be reduced below age 50 for Soldiers meeting the eligibility criteria.
3. Soldiers will be responsible to maintain the appropriate source documents, i.e. DD Form 214 (Certificate of Release or Discharge From Active Duty), DD Form 215 (Correction to DD Form 215), DD Form 220 (Active Duty Report), NGB Form 22 (Report of Separation and Record of Service), NGB Form 22A (Correction to NGB Form 22), and Leave and Earning Statements with active duty and Full-Time National Guard Duty orders indicating the purpose of the contingency operation or national emergency as indicated in paragraph (a) above.

Q. What limitations are applicable to retirement pay?

- A. There is a six-year statute of limitations of back pay. If a retired pay application is filed more than six years after the Soldier's 60th birthday, the Soldier will lose one day of eligibility for retired pay for each day of delay in applying. If the Soldier is granted an exception to extend beyond Age 60, the retired pay application must be filed within six years after the last approved extension expires.

Q. How are retirement packets processed?

- A. Upon receipt and verification of a retirement packet, HRC-STL will notify the Soldier of any missing documentation. They will process complete packets prior to Soldier's 60th birthday. Packets missing a 20 Year or 15 Year NOE and a retirement point statement will be denied and returned to the Soldier. Packets with a 20 Year or 15 Year NOE, but without a retirement points statement (NGB Form 23A, B, or C) will only receive 1,000 or 750 retirement points credit (20 or 15 years x 50 points per year). HRC-STL personnel, after processing the packet, will mail the retiree the retirement order and forward electronic information on the Retiree to Defense Finance and Accounting Service (DFAS) for continued processing. When retirement point statements are later found, submitted, and verified, the retiree's eligibility may be determined and the pay account may be adjusted.

Q. How do I request a retirement packet?

- A. Soldiers who do not receive packets from HRC-STL as stated above may ask HRC-STL by phone or by post (contact listed below). Retirement application downloads are also available online at the HRC [retirement website](#).

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Links

- [Army Echoes](#)
Link to sign up for HQDA bulletin for retired Soldiers and their spouses
- [Army Retirement Services Office \(RSO\) – Army G-1 Chief of Staff](#)
Provides information on benefits and entitlements to Soldiers and Families preparing for retirement and to Retired Soldiers and Families
- [Army Retirement Services Office \(RSO\) – Reserve/National Guard](#)
Provides access to Information Guides on Non-Regular Retirement
- [DFAS](#)
Retired and Annuitant Pay
- [Soldier Services - Retirement](#)
Retirement Application downloads

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References

Regulations

- [AR 135-180, Qualifying Service for Retired Non-regular Service](#)
- [NGR 600-101, Chapter 10](#)
- [NGR 600-200, Chapter 6](#)
- [NGR 635-100, Chapter 5](#)
- [NGR 680-2, Army National Guard Retirement Points Accounting Management System](#)

Documents and Forms

- [AHRC-STL Form 1259, Approximate Point Value for Retirement Benefits](#)
- AHRC-STL Form 1459, SBP Information Sheet
- AHRC-STL Form 4001, Important Information Concerning Retired Pay Application
- ARNG Information Guide on Non-Regular Retirement
- [DD Form 108, Application for Retired Pay Benefits](#)
- DD Form 214, Certificate of Release or Discharge from Active Duty
- DD Form 215, Correction to DD Form 214
- [DD Form 2656, Data for Payment of Retired Personnel](#)
- [DD Form 2656-5, Reserve Component Survivor Benefit Plan \(RCSBP\) Election](#)
- [NGB Form 23-A/B/C, A1, Annual and Detailed Point Statements](#)
- [SF 1199a, Direct Deposit Sign-up Form](#)
- DD Form 1883, Survivor Benefit Plan Election Certificate, “DD Form 2656-5 replaces the DD Form 1883”

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Points of Contact

- Individual State Headquarters (Primary POC)
- Retirement Services Office (RSO)
- Commander, HRC-STL
ATTN: AHRC-PAP-T
1 Reserve Way
St. Louis, MO 63121-5200
Phone: 1-800-318-5298

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