

Buying Back Time

Buying Back Time for Civilian Retirement

What are Estimated Earnings?

For a former military member to have their service time considered for their civil service retirement they have to "buy back" that time. In order to "buy back" military service time for civil service retirement, former military members are required to get their estimated earnings from the appropriate DFAS Center. Below are instructions on how to do this.

Who does this apply to?

Employees who have served in the military and wish to have their military time credited toward their civilian retirement.

Are you eligible?

If you have **any** prior active duty military service, you are eligible to buy back that time.

How to buy back your military time:

1. Use a separate request form ([RI 20-97](#) PDF - 178KB) for each branch of service.
2. Attach DD 214 (or equivalent) and any available records of pay or promotions to the [RI 20-97](#) and send to the appropriate [military finance center](#). The pay center **cannot** provide estimated earnings unless verification of service is attached. [Click here](#) to see a listing of acceptable documentation to complete earnings.

Note: To obtain a copy of your DD214, write to, or send a [SF 180](#) to the following:

National Personnel Records Center
Military Personnel Records
9700 Page Avenue
St. Louis, MO 63132-5100

3. The military finance center will send you an estimated military earnings computation via mail. When you receive it:
 - If you are a FERS employee, fill out part A of [SF 3108](#) (PDF - 68KB).
 - If you are a CSRS employee who was first employed in civilian service before 10-1-82, fill out part A of this [SF 2803](#) (PDF - 217KB).
 - If you are a CSRS employees first employed after 10-1-82, fill out part A of this [SF 2803](#) (PDF - 288KB).
4. Send your RI 20-97 (or estimated earnings statement), DD 214, and SF2803 or SF3108 to your servicing personnel office. **If you are employed by DFAS, DISA, DCAA, DoDIG, DTIC, DAU, or NDU, your servicing personnel office is DFAS and please mail to:**

DFAS Shared Services Center

Benefits Division, DHFOPB

8899 E. 56th St.

Indianapolis, IN 46249-6485

5. We will certify your application and forward it to your payroll office.
6. The payroll office will calculate the amount of your military deposit and inform you by letter the amount you owe and instructions for making payments.
7. Make your payments directly to your servicing payroll office, either by check/money order or through payroll deductions - as directed by your payroll office. The deposit may be made in a single lump sum or through installments. Your deposit account balance and each payment will be reflected on your LES.
8. When you have completed your payments, your servicing payroll office will send you a letter stating the deposit has been paid along with a completed OPM Form 1514 which shows details of the computation.
9. Forward a copy of the completed OPM Form 1514 to your servicing personnel office for it to be placed in your official personnel file. **If you are employed by DFAS, DISA, DCAA, DoDIG, DTIC, DAU, or NDU, your servicing personnel office is DFAS and please mail to:**

DFAS Shared Services Center

Benefits Division, DHFOPB

8899 E. 56th St.

Indianapolis, IN 46249-6485

How long will it take to process my request?

Response usually takes up to 8 weeks. If a response is needed faster, please specify reason.

Military Finance Center Contact Information

[RI 20-97](#) to the appropriate address/fax number below:

Please Note: The pay center **cannot** provide estimated earnings unless verification of service is attached. [Click here to see a listing of acceptable documentation to complete earnings.](#)

Army

DFAS-Indianapolis Center

Army Military Pay Operations

Attn: Verifications Section (Estimated Earnings)

8899 East 56th Street

Indianapolis, IN 46249-0875

Phone: (317) 510-2813

Fax: (317) 275-0123

NAVY

DFAS-Cleveland Center
Attn: DFAS-CL/JFLA
1240 East 9th Street
Cleveland, OH 44199-2005

Phone: 1-888-332-7411

FAX: (216) 367-3587 DSN: 580-5060

E-mail: CCL-CATCH-62@DFAS.MIL

MARINE CORPS

DFAS-Cleveland Center
Attn: DFAS-CL/JFLA
1240 East 9th Street
Cleveland, OH 44199-2005

Phone: (216) 522-8762(USMC) select option #6 or DSN 580-8762

FAX: (216) 367-3587 DSN: 580-5060

E-mail: CCL-CATCH-62@DFAS.MIL

Air Force

DFAS-Indianapolis Center
Attn.: DFAS-IN/JFL (Verification)
8899 East 56th Street
Indianapolis, IN 46249-1200

Phone: (317) 510-2813 (For DSN, use "699" prefix)

FAX: (317) 275-0123 (For DSN, use "699" prefix)

National Oceanic and Atmospheric Administration (NOAA)

NOAA Commissioned Personnel Center
1315 East-West Highway Rm. 12100
Silver Spring, MD 20910-3282

Coast Guard Pay and Personnel Center

444 Southeast Quincy Street
Topeka KS 66683-3591

Phone: (785) 339-2200

Fax: (785) 339-3784

Public Health Service

Division of Commissioned Personnel
Compensation Branch
Parklawn Building Rm. 4-50
5600 Fisher's Lane
Rockville, MD 20857

Phone: (301) 594-2963

Fax: (301) 443-0064

Air National Guard

Please contact the ANG Unit you separated from.

Reference: Public Law 97-253 (September 8, 1982)