



ASCENDER GUIDES



er27

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ER27 Edit Adj

The ER27 record is used to report an adjustment (i.e., edit or deletion of a record) to a previously reported record on an Employment After Retirement report.

The ER27 is used to edit a previously submitted and TRS-accepted ER20 or ER25 record. If one or more of the following fields is adjusted, a net difference transaction must be reported:

- **Actual Hours Worked**
- **Days Worked**
- **Total Gross Pay**
- **Pension Surcharge**
- **TRS-Care Surcharge**

Additionally, the ER27 is used to delete a previously submitted and TRS-accepted ER20 or ER25 record. When deleting a record that was previously reported in error, all of the following data must net to zero:

- **Actual Hours Worked**
- **Days Worked**
- **Total Gross Pay**
- **Pension Surcharge**
- **TRS-Care Surcharge**

ER27 Edit Adj
X

Emp Nbr: 000113 Staff ID/SSN: 202-06-2164 Name: BROWN, BILLY E DOB: 07-13-1962 Gender: M - Male

New Employment				Amount			
TRS Position Code:	<input type="text" value="01 - Professional staff"/>	Actual Hours Worked:	<input type="text" value="0"/>	Contract Begin Date:	<input type="text" value="--"/>	Total Gross Pay:	<input type="text" value="0.00"/>
Retiree Employment Type:	<input type="text" value="C - Combination of Substitut"/>	Days Worked:	<input type="text" value="0"/>	Contract End Date:	<input type="text" value="--"/>	Pension Surcharge:	<input type="text" value="0.00"/>
Zero Days Reason:	<input type="text" value=""/>	Paid Through Third Party Entity:	<input type="text" value=""/>			TRS Care Surcharge:	<input type="text" value="0.00"/>

Original Employment					
TRS Position Code:	<input type="text" value="01 - Professional staff"/>	Contract Begin Date:	<input type="text" value="10-01-2019"/>	Paid Through Third Party Entity:	<input type="checkbox"/>
Retiree Employment Type:	<input type="text" value="H - Half-Time or less"/>	Contract End Date:	<input type="text" value="06-15-2020"/>		

Adjusted Report			
Month:	<input type="text" value="05"/>		
Year:	<input type="text" value="2020"/>		
Reason Code:	<input type="text" value="E - Edit a previously reported ER20/25 record"/>		

Under **New Employment**:

TRS Position Code	<p>Click ▼ to select the employee's new TRS position code.</p> <p><i>01 - Professional staff</i> <i>02 - Teacher, librarian</i> <i>03 - Support staff</i> <i>04 - Bus driver</i> <i>05 - FT nurse/Counselor</i> <i>06 - Peace Officers</i> <i>07 - Food service worker</i> <i>09 - Summer School</i></p>
Retiree Employment Type	<p>Click ▼ to select the employee's new retiree employment type code.</p> <p><i>C - Combination of Substitute and Half-time or less</i> <i>F - Full-Time</i> <i>H - Half-time or less</i> <i>S - Substitute</i></p>
Zero Days Reason	<p>Click ▼ to select the reason for reporting zero days worked for an employee.</p> <p><i>A - Accrued Pay/Not Terminated</i> <i>C - Employee on less than 12 month pay schedule/Not Terminated</i> <i>D - Delete</i> <i>F - Final Pay/Terminated</i> <i>L - Leave Without Pay</i></p>
Actual Hours Worked	<p>Type the net difference between the originally reported amount and the correct amount of actual number of hours that the retiree worked in the reporting period month. The number of hours must be reported as a whole number. Any number with a portion after the hour must be increased to the next whole number (e.g., 7.5 should be increased to 8, 46.1 should be increased to 47). This field must be reported if actual hours are tracked. This field must be reported if actual hours are tracked.</p>
Days Worked	<p>Type the net difference between the originally reported amount and the correct amount of days that the retiree worked in the reporting period month.</p>
Paid Through Third Party Entity	<p>Select to indicate if the retiree works for a third party entity and not the local education agency (LEA).</p>
Contract Begin Date	<p>Type the new date that the contract began in the MMDDYYYY format.</p>
Contract End Date	<p>Type the new date that the contract ends in the MMDDYYYY format.</p>

Under **Original Employment:**

TRS Position Code	<p>Click ▼ to select the employee's original reported TRS position code.</p> <p><i>01 - Professional staff</i> <i>02 - Teacher, librarian</i> <i>03 - Support staff</i> <i>04 - Bus driver</i> <i>05 - FT nurse/Counselor</i> <i>06- Peace Officers</i> <i>07 - Food service worker</i> <i>09 - Summer School</i></p>
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Retiree Employment Type	Click <input type="button" value="v"/> to select the employee's original reported retiree employment type code. <i>C - Combination of Substitute and Half-time or less</i> <i>F - Full-Time</i> <i>H - Half-time or less</i> <i>S - Substitute</i>
Contract Begin Date	Type the originally reported date that the contract began in the MM-DD-YYYY format.
Contract End Date	Type the originally reported date that the contract ends in the MM-DD-YYYY format.
Paid Through Third Party Entity	Select to indicate the originally reported selection of whether the retiree works for a third party entity and not the local education agency (LEA).

Under **Amount:**

Total Gross Pay	Type the net difference between the originally reported amount and the correct total gross compensation amount.
Pension Surcharge	Type the net difference between the amount originally reported and the correct amount of pension surcharge due, if any.
TRS Care Surcharge	Type the net difference between the amount originally reported and the correct amount of TRS Care surcharge due, if any.

Under **Adjusted Report:**

Month	Click <input type="button" value="v"/> to select the month of the adjusted report.
Year	Type the year of the adjusted report in the YYYY format.
Reason Code	Click <input type="button" value="v"/> to select the reason for adjusting the record. <i>D - Delete a previously reported ER20/25 record</i> <i>E - Edit a previously reported ER20/25 record</i>