

Mail to:

Director Canadian Forces Pensions Services (DCFPS)  
National Defence  
101 Colonel By Drive  
Ottawa ON K1A 0K2

1-800-267-0325 (toll free) or  
(613) 971-6012 (National Capital Area)  
(613) 971-6475 (fax)

Canadian Forces Superannuation Act  
Reserve Force – Request for Eligibility Review

Part 1 – Election information (completed by member)

SN	Rank	Full given name followed by surname	
Current enrolment date	Base/Unit/Element	Unit orderly room phone number	Member phone number

1. Request a review/re-calculation of eligibility to: (check one)

- Participate in the RFPP (Part I.1); or  
 Contribute to the CFSA Part I.

2. Currently, the date for my eligibility is: \_\_\_\_\_ . I disagree with this date for the following reason: (check one)

- I have service/earnings that were processed by Miscellaneous Vouchers that should be taken into consideration for eligibility purposes.  
 The enrolment date used to calculate my eligibility is invalid, my last enrolment date was \_\_\_\_\_ .  
 I wish to have my eligibility date re-evaluated as I have re-enrolled in the Canadian Forces within 60 days of my release date.  
 I must contribute to Part I of the CFSA as I transferred to the Reserve Force within 60 days of being released from the Regular Force, I am vested but not entitled to an immediate annuity.  
 I should not be a participant as I have been released from the Canadian Forces for a period of greater than 61 days.  
 I was formerly a Part I contributor of the CFSA for which I have received a Transfer Value. I should be eligible for Part I of the CFSA not the RFPP (Part I.1).  
 I should be eligible immediately as I have former Canadian Forces service for which I opted for a DA.  
 I should be eligible immediately as I have former Canadian Forces Reserve Service for which I am in receipt of an annuity.  
 I wish to exercise my right to join the CFSA Part I immediately on a voluntary basis as I have former Canadian Forces Regular Service for which I am in receipt of an annuity.  
 I am required to contribute to CFSA Part I immediately as I have former Canadian Forces Regular Service for which I am in receipt of an annuity and have more than 365 days of continuous paid service since my last Canadian Forces enrolment.  
 I am a contributor under the PSSA / RCMPSPA, therefore, I must remain under the RFPP (Part I.1) even though I meet the CFSA Part I eligibility criteria.  
 I am a contributor under the PSSA / RCMPSPA and have opted for a DA from previous CFSA Part I service; I cannot join either CFSA Part I or RFPP (Part I.1).  
 I am a contributor under the PSSA / RCMPSPA and may not contribute to the CFSA Part I. Request reversion back to the the Reserve Force Pension Plan (Part I.1).  
 Other

Notes: (1) Source documentation is required to support your request. Examples of source documents are: Pay Account info (not originals), Route Letter, Attendance Records, Peoplesoft/MPRR. (<http://www.cmp-cpm.forces.gc.ca/pen/pa-ap/buy-cho/psd-dps-eng.asp>)

(2) Invalid eligibility determination resulting from missing service/earnings or deemed service/earnings in the pay system should be referred to your unit pay office for validation and processing.

\_\_\_\_\_  
Signature of member

\_\_\_\_\_  
Date

Part 2 – Eligibility Review (completed by DCFPS)

3. A review of your Eligibility date has been completed. Member's eligibility date to  participate in RFPP or  contribute to CFSA Part I is \_\_\_\_\_

Attached is the verification of your period of qualifying service.

\_\_\_\_\_  
Name and initials

\_\_\_\_\_  
Date

Part 3 – Corrective Action (if applicable)

4. Corrections have been actioned effective: \_\_\_\_\_

\_\_\_\_\_  
Name and initials

\_\_\_\_\_  
Date

\_\_\_\_\_  
Voucher #

