

All information contained in this brochure has been sourced from the following directives:

- **Reserve Policy Manual, M1001.28 (series)**
- **Personnel and Pay Procedures Manual, (PPPM), M1000 (series)**
- **Coast Guard Pay Manual, M7220.29B**

For additional information or guidance, review the manual and/or General Message Board for the latest ALCOAST.

The information provided is designed to help prepare you for your retirement. It is intended to guide you to the resources you need.

At least 12-24 months before planned retirement, SELRES should attend a pre-retirement orientation, Transitional Assistance Programs (TAPs). There is no prohibition to attending more than once before retirement. Seek assistance from local HSWL or visit: http://www.uscg.mil/hq/cg1/cg111/transition_assistance.asp

Get Ready for Retirement

A qualifying year under the Reserve system is a year SELRES earns at least 50 retirement points during their anniversary year. Inactive point credit is earned for Inactive Duty Training (IDT), Reserve membership, equivalent instruction, and correspondence courses.

Retirement Point Statements

Reserve Retirement Point Statements (CG-4175A) are distributed by the Pay and Personnel Center (PPC). Members with questions or possible errors on their statement may contact PPC to request a copy by calling the customer care line at 1-866-PPC-USCG.

Retirement Point Chart	
When a Reservist completes	Retirement Point (s) earned
Active service (ADT, IDT, AT)	1 point is earned for each day of active service
Each year of service	15 points a year
Funeral Honors Duty (FHD)	1 point for each day
Satisfactory completion of accredited correspondence courses	1 point for each three credit hours earned

Personnel who have served in other components of the Armed Forces must review their Retirement Point Statements correctly and verify all years have been accounted for accurately.

Types of Retirement

Retirement with Pay (RET-1):




- Completes at least 20 years of satisfactory military service.
- Reached age 60.
- Not entitled to receive military retired pay under any other provision of law.

Retirement Awaiting Pay at Age 60 (RET-2):



- Satisfied all requirements for RET-1 except having reached age 60.
- Not entitled to receive military retired pay under any other provision of law.


Pre-Retirement Checklist

- Attend Transitional Assistance Programs (TAPs). 
- Schedule pre-retirement physical exam. Exam must be completed within 12 months of retirement.
- Complete Career Intentions worksheet CG-2045 at least 6 months before planned departure date.
- Review Reserve Retirement Point Statements for accuracy. If prior service, request Statement of Creditable Service (SOCS) through unit.
- Make a copy of medical record.
- Verify receipt of 20 year letter.

Requesting Retirement

Steps to requesting retirement:

Step 1:

Submit retirement request on the Reserve Retirement Transfer Request (CG-2055A) via chain of command and servicing SPO. 

Step 2:

Upon command approval, your unit shall request your Retirement Certificates online at: <http://www.uscg.mil/ppc/ras/CertificateRequest.asp>

Step 3:

Personnel Service Center (PSC) will provide Coast Guard Certificate of Retirement, Certificate of Appreciation from the President of the United States, and a Coast Guard Certificate of Appreciation for a member's spouse. Certificates shall be presented to the member at a suitable ceremony.