

Social Security law requires employers to submit Form SSA-1945 for all new employees not covered by Social Security.

The Social Security Protection Act of 2004 requires that all new employees not covered by Social Security complete and sign form SSA-1945, *Statement Concerning Your Employment in a Job Not Covered by Social Security*, before employment begins. A copy of the signed form is to be sent to TRS by the employer.

For TRS placement of the form in the appropriate member's file, the Employee ID# requested on the form must be the member's Social Security number.

Copies of completed forms are to be mailed to:

Teacher Retirement System of Texas
1000 Red River
Austin, Texas 78701-2698

Please use the following Social Security Web site to access a copy of the form and instructions for completion: <http://www.socialsecurity.gov/form1945/>