

Overview of STRS Website & Retirement Prelist (F496) Process and Common Errors

Overview of STRS Website and Prelist (F496) Process

<https://sew.calstrs.com/CalSTRSSewWebUI/Root/Pages/Home.aspx>

CalSTRS Secure Employer Web Site - Home

CALSTRS Secure Employer Web Site

My Account: DLopez (43) Help | Logout

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Welcome, Doris Lopez

Congratulations! You have successfully logged onto the CalSTRS Secure Employer Web Site. This Web site is provided for employers and CalSTRS to communicate member account information securely. Many features are provided to assist in protecting and ensuring the confidential data of our members.

For information on the latest updates and features be sure to check the Announcements below and for more information, the Release Notes under Web site Information.

Announcements

Penalties and Interest Update

Regulations– The 45-day comment period for stakeholders to issue written comments regarding the draft Version 3 penalties and interest regulations ended on May 2, 2011.

Web Site Information

- [Employer Administrator List](#)
- [File Enforcement](#)
- [Release Notes](#)

Quick Reference Items


- [User Manuals and Training](#)
- [Frequently Asked Questions](#)
- [File Specifications](#)
- [File Submission and Remittance Schedules](#)

Application Downloads

- [Employer Application Suite \(Version 2.06\)](#)

Submission of File

CalSTRS Secure Employer Web Site - Upload File

CALSTRS Secure Employer Web Site 

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Manage Files

Active Files | Transmitted Files | **Upload File**

Specify your File Upload Criteria, and then select Upload Files to begin file Upload.

File Type: PARTIAL MONTHLY REPORT (F496) [Data submission info](#)

Report Period: 10 - Apr 2011

Begin Date	End Date
4/1/2011	4/30/2011

Fiscal Year: 2010-2011

File:

Comments:

Upload file to CalSTRS

File Uploads may take several minutes to complete.

Note: Once uploaded - your file can be viewed on the Active Files tab for status.

Retrieving Retirement Prelist Report

Manage Files

Active Files | Transmitted Files | Upload File

Search Criteria

Report Source: 43 Santa Clara Co Office of Ed

Report Unit: All

File Type: PARTIAL MONTHLY REPORT (F496)

Status: All

Search for files by: All Dates

Date Uploaded

Current Month

Prior Month

Custom Date Range

From to

From date should not exceed two years from today

Report Periods

Annotations: Display Annotated Files Only

Search Results

Click on the file name to view or download a file.

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File Name	File Type	Report Source	Report Unit	Report Period / PSD / SU Seq #	Status	Date Uploaded	
04 43171STRS.dat	MO-P	43	43171	10 - Apr 2010-2011	CORRECTION REQUIRED	05/17/2011 02:19:34 PM	Delete
procmag0109.txt	MO-P	43	43182	10 - Apr 2010-2011	CORRECTION REQUIRED	05/16/2011 02:53:33 PM	Delete
procmag0107.txt	MO-P	43	43182	10 - Apr 2010-2011	CORRECTION REQUIRED	05/16/2011 08:22:03 AM	Delete
STR0411_20110513.tpe	MO-P	43	43104	10 - Apr 2010-2011	CORRECTION REQUIRED	05/13/2011 12:51:40 PM	Delete
STR0411_20110513.tpe	MO-P	43	43104	10 - Apr 2010-2011	CORRECTION REQUIRED	05/13/2011 11:48:15 AM	Delete
43STRS1110PRELIST3	MO-P	43		10 - Apr 2010-2011	CORRECTION REQUIRED	05/13/2011 09:38:24 AM	Delete
1496 test 5.txt	MO-P	43		10 - Apr 2010-2011	CORRECTION REQUIRED	05/13/2011 09:05:08 AM	Delete
STRD1110.TXT	MO-P	43	43152	10 - Apr 2010-2011	CORRECTION	05/12/2011 02:56:12 PM	Delete

Manage Files

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File Summary

File: 43STRS1110PRELIST3

[View File Details](#) | Download Summary Report: 

Summary Information

File Type: PARTIAL MONTHLY REPORT (F495)
Report Source: 43 Santa Clara Co Office of Ed
Report Unit:
Date Uploaded: 05/13/2011 9:38:24 AM
Uploaded By: Laurie Sholl
Download Format: [Download Original File](#)
[Download Current File](#)
Date Transmitted:
Transmitted By:
Expiration Date:
Report Period / PSD / SU Seq #: 10 - Apr 2010-2011
Fiscal Year: 2010-2011
Status: CORRECTION REQUIRED
Total Lines: 19980
Associated Reports: 2

Statistical Information

Error/warning guide

Total Integrity Check Errors: 23 [Hide Integrity Check Errors](#)

ID	Description	Count	Correction Required
MO-I004	Service Period Begin greater than Service Period End	1	✓
MO-I008	Unit Code is blank or Invalid for Source Code on Contribution Line	22	✓

Total Business Rule Errors: 99 [Hide Business Rule Errors](#)

Total Business Rule Errors Approved: 0

Total Business Rule Errors Remaining: 99

ID	Description	Count	Approved	Remaining	Correction Required
MO-B002	No match on Last Name	2	2		✓
MO-B007	Member service reported for a non-member	7		7	✓
MO-B008	Non-member service reported for a member	5		5	✓



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Manage Files



43 - Santa Clara Co Office of Ed

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Associated Reports

File: 43STR51110PRELIST3

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Download Format	Report Title	Category	Report Source	Report Unit	Fiscal Year	Report Period / PSD / SU Seq # / Create Date	Post From	Post To
	F496 File Detail Report	F496 Contribution	43		2010-2011	Report Period: 10 - Apr	05-13-2011	05-12-2013
	F496 File Summary Report	F496 Contribution	43		2010-2011	Report Period: 10 - Apr	05-13-2011	05-12-2013

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Download Report

Report: **F496 File Detail Report**

The report you are requesting may take a few moments to prepare. Select Download to begin your report download.

Please Note: Large reports will be automatically compressed prior to downloading. Downloading the report will save the compressed file to your computer or network drive. Opening the compressed file may require additional software such as [WinZip](#)



Common Errors*

- Member reported as Non-Member
- Not using the same pay rate as original pay line when making negative adjustment to prior period earnings.
- Incorrect dates use for Retro or Arrears pay lines.
- Not using the correct code for Retro (5) or Arrears (3)
- Not using the same pay rate and earnings for special compensation.
- Using the earnings as the Ret. Base on less than full time employee. Ret Base must be at 100% FTE.

**See References for Tips on Correcting these errors*

STRS-F496 Potential Errors “Employer Approved” *

- MO-B023 Assignment Code 62 valid for exchange/sojourn service only.
- MO-B026 Assignment Code changed and Pay Rate/Pay Code remained the same.
- MO-B036 Pay Rate increase exceeds 10% prior to 07/01/2002 or 25% after 06/30/2002.
- MO-B065 YTD Service Credit exceeds 1.000 prior to 07/01/2002 or 1.800 after 06/30/2002.
- MO-B067 Pay Rate adjustment alters earned to earnable ratio for the service period range.
- MO-B109 Special Compensation is excessive for service period for Fiscal Year.

**See References for Tips on Correcting these errors*