

BASIC RETIREMENT PLAN ELECTION FORM

(Please print)

Name: \_\_\_\_\_ ID # \_\_\_\_\_

Effective \_\_\_\_/ 01 /\_\_\_\_, I elect to allocate the College monthly 10% basic retirement plan contribution as follows:

\_\_\_\_\_ % TIAA/CREF      \_\_\_\_\_ % Vanguard (Total of 10%)

I understand that TIAA/CREF and/or Vanguard will invest the College contribution according to my allocation designation on file, or according to the allocation I have designated on the attached application(s). Also, I understand that if I wish to change my investment allocation I must contact TIAA/CREF and/or Vanguard directly.

I understand that the College 10% basic retirement plan contribution allocation designated above will continue until I complete and return a new election form or until I am no longer eligible for this contribution. Also, I understand that I may change this election on a monthly basis, provided I complete and return an election form to Human Resources at least seven (7) days prior to the effective date.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

<b><i>HR Use Only</i></b>
Pay Group MON    BWK
Plan Type 4X
Paycheck _____
Benefit Plan 403ER
Entered By/Date _____