

CMU 403(b) Supplemental Tax Deferral Plan Temporary Staff and Faculty less than half-time

Who is eligible? All employees (including temporary staff and faculty less than half-time) are eligible to participate in the voluntary 403(b) Supplemental Tax Deferral Plan in order to save for retirement on a pre-tax basis.

When can I enroll? You can enroll in the plan at any time.

How do I enroll? To enroll in a 403(b) Supplemental Tax Deferral Plan you must complete a 403(b) Voluntary Salary Reduction Agreement. You are also required to complete a TIAA-CREF and/or Fidelity application to establish your investment account(s) under the plan(s).

Voluntary Salary reduction agreements and vendor application forms are available on the Benefits & Wellness website at: <http://cmich.edu/x14081.xml> or contact Benefits & Wellness at 989-774-3661 or email: Benefits@cmich.edu

Return all completed forms to Benefits & Wellness, 108 Rowe Hall. Your participation will begin at the start of the next available payroll period following the date that the completed forms are returned to Benefits & Wellness office.

How much can I contribute to the plan? The IRS limits the annual contributions you can make to a 403(b) plan. The limits are noted on the Benefits website: http://cmich.edu/HR_Home/Benefits_and_Wellness/Tax_Deferred_Maximums.htm

If you are making or have made a pre-tax salary deferral to another 403(b), 401(k), Simple IRA, or SARSEP plan, the total you can contribute to all plans is combined under the 403(b) annual limit.

How can I change the amount of my contributions or stop contributions to the plan? You can make a change to or stop your contributions at any time. You will need to complete a new 403(b) Voluntary Salary Reduction Agreement and send it to the Benefits & Wellness Office. The change will take effect on the next available payroll period after the new 403(b) Voluntary Salary Reduction Agreement is processed.

For additional information regarding the 403(b) Supplemental Tax Deferral Plan:
<http://cmich.edu/x14005.xml>