

## **Important 403(b) Retirement Notice - Fairmont State University**

IRS requires notification to all employees who receive W-2 forms that a 403(b) retirement plan is offered at our institution.

### 403(b) Universal Availability Rule

As part of the WV Higher Education Policy Commission our institution provide a 403(b) Tax Deferred Retirement Savings Plan, and an after-tax Roth 403(b) Retirement Savings Plan to all eligible employees.

### Eligibility

Generally all employees receiving W-2 wages from Fairmont State is eligible to participate.

### Contributions

IRS defines the contribution maximum contribution limits. A minimum contribution of \$200 per calendar year is required. Employees are 100% vested in their accounts. Have various investment options.

### Enrollment and Changes

Eligible employees may begin participation in the 403(b) at any time. Employees must complete both a vendor's enrollment application to open an account and a Salary Reduction Agreement to elect the contribution amount. Employees may change or stop the contribution amount at any time during the year.

### Available Vendors for the 403(b) Retirement Plan

TIAA-CREF offers both a 403(b) and a Roth403(b)

### Contact Information

HR/Benefits Office, 324 Hardway Hall, Fairmont WV (304) 367-4113 for forms and information

Enroll online:

TIAA-CREF [www.tiaa-cref.org](http://www.tiaa-cref.org) or 1-800-842-2776 or 1-800-842-2552