

**YALE UNIVERSITY**  
**Election Form For a 403(b) Supplemental Retirement Account (SRA)**  
**(New Enrollees MUST also complete a TIAA-CREF or Vanguard Application)**

\_\_\_\_ New Enrollee  
\_\_\_\_ Change

\_\_\_\_ TIAA-CREF  
\_\_\_\_ Vanguard

Name: \_\_\_\_\_

Employee ID Number: \_\_\_\_\_

Title: \_\_\_\_\_

University Telephone #: \_\_\_\_\_

Department: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

By this Agreement, made between Yale University and myself, the parties hereto agree as follows:

Effective with respect to salary earned on or after the first day of, \_\_\_\_\_ 20\_\_\_\_ (which date is subsequent to the execution of this Agreement), the employee's salary will be reduced by the amount indicated below.

The Agreement shall be legally binding and irrevocable as to each of the parties hereto while employment continues; provided, however, that either party may terminate or modify this Agreement as of the end of any month, so that it will not apply to salary subsequently earned, by giving at least thirty day written notice of the date of termination; and provided further that no more than four agreements for such salary reduction may be made within any taxable year of the employee.

The amount of salary reduction to be paid to my supplemental tax-sheltered savings/annuity account shall be:  
The amount represented by \_\_\_\_\_ % of my salary or \$ \_\_\_\_\_ per pay period.  
I understand that my salary reduction amount for the 2009 calendar year will be capped at \$16,500 if I am under age 50 and at \$22,000 if I am over age 50, in accordance with limits under Section 403(b), and 415 of the Internal Revenue Code.

**OR**

Such amounts will produce a contribution not in excess of the employee's statutory applicable limit under Section 403(b), and 415 of the Internal Revenue Code.

I elect to contribute the maximum for 2009 (\$16,500) and subsequent years. I have contributed \$ \_\_\_\_\_ into a 403(b) plan in 2009 through another employer.

**And Over Age 50**

For employees age 50 or over in 2009, an additional catch-up contribution may be contributed. This amount must not exceed the statutory limitation under IRC 414(v).

I elect to have the catch-up contribution of \$5,500 taken during 2009.

If yes, this Agreement is hereby deemed to be a part of my salary reduction agreement with respect to the Plan. I agree that the combined total contributions (University contribution and salary reduction) to my annuity contract(s) under the Plan and to my SRA contract(s) will not exceed the statutory applicable limit under Sections 403(b) and 415 of the Internal Revenue Code.

SIGNATURE: \_\_\_\_\_

Date: \_\_\_\_\_

***\*All forms must be submitted to the Employee Service Center by the 10th to be processed for the current month.***

**Yale Employee Service Center Fax Number: (203) 432-5153**

## **Information and Instructions for enrolling in the Supplemental Retirement Account 403(B)**

Yale University's Supplemental Retirement Account (SRA) allows you to invest contributions from your earnings in a wide range of investment options. The monthly contributions and earnings are sheltered from state and federal income taxes until withdrawn at or before retirement.

### Eligibility Requirements:

- Employee must be a benefit level employee.

Clerical/Technical & Service/Maintenance:

Benefit level is 20 hours or more per week.

Faculty & Managerial/Professional:

Benefit level is at least 50% time.

- Enroll at any time throughout the year. There is no deadline or specific time that you must enroll. No waiting for new hires.

### Benefits of Plan:

- Contribute a minimum of \$25.00 per month.
- Earnings are tax deferred until withdrawn.
- Flexibility of investment options.
- Entitled to make four changes in your contribution amount per year.
- Decreases your taxable income.

The University currently offers two different companies through which you may invest your tax-sheltered contributions.

- TIAA-CREF (Teacher's Insurance and Annuity Association - College Retirement Equities Fund).  
15+ investment options  
Loan option available  
[www.tiaa-cref.org](http://www.tiaa-cref.org)
- The Vanguard Group  
70+ investment options  
[www.vanguard.com](http://www.vanguard.com)

You have three options available to you when deciding on the amount to contribute:

1. You can either select a specific percentage or dollar amount.
2. You can check off the maximum box and this will allow you to contribute the IRS maximum of \$16,500 for 2009.
3. If you are or will be over the age of 50 during 2009, you can also check off the box to do an additional \$5,500 catch-up.

Select any of the options that apply to you specifically during the tax year 2009.

If you are interested in participating in either of these programs, please contact the Employee Service Center at (203) 432-5552 to obtain information on the plans or to meet with a Benefits Counselor.

Once completed fax or mail the information to the:

Employee Service Center

Fax number: (203) 432-5153

Mail: 221 Whitney Avenue, New Haven, CT 06520