

**Lafayette College**  
**403(b) Retirement Plan**  
**2023 UNIVERSAL AVAILABILITY NOTICE**

Lafayette College (the College) offers a 403(b) retirement plan (Lafayette College Retirement Plan) for eligible employees of the College. Employees are eligible to participate by making their own voluntary pre-tax contributions to the plan at any time of year, regardless of their eligibility for Employer Contributions, as described below:

All employees are eligible to participate in the voluntary aspect of the 403(b) plan except: Non-Resident Aliens, Temporary Employees, and Student Employees.

The 403(b) plan is a tax-deferred retirement program that permits an employee to reduce his or her compensation on a pre-tax elective deferral basis, and have the contribution deposited into a 403(b) account that the employee establishes with an investment company offered by the College under the plan. Amounts deposited into a 403(b) account and any earnings on those contributions are generally not taxed until the employee makes a withdrawal from the account following separation/severance from service with the College. (Some circumstances allow for withdrawals to be taken while in active service.)

The College offers two approved 403(b) investment companies: TIAA-CREF and Fidelity Investments. Information regarding the various investment options is available on the College's Human Resources Website and from the College's Office of Human Resources. Employees can also contact the investment providers for specific information about the 403(b) funds and services offered.

To enroll in the 403(b) plan, an employee must complete a Salary Reduction Agreement (which indicates the amount of the contribution) and the investment provider's application form (which indicates the fund allocation). The Salary Reduction Agreement will only apply to amounts earned after enrolling in the plan. This contribution amount will continue unless it is modified or revoked by the employee in the future, by the completion of a new Salary Reduction Agreement.

The College has established policies that enable you to increase or decrease your contribution, stop your contribution, or change from one authorized investment vendor to another, on a per pay period basis. Employees may get the necessary enrollment forms from the Office of Human Resources. Additional information on the College's policies and other 403(b) plan rules can be obtained from the College's Human Resources website and from the Lafayette College Retirement Plan Summary Plan Description (SPD).

Annual employee contributions to 403(b) plans are limited by IRS regulations. Below are the elective deferral (voluntary contribution) limits for 2023:

<u>General Limit - Elective Deferrals</u>	<u>Age 50 Catch-up</u>	<u>Total</u>
\$22,500	\$7,500	\$30,000

**Disclosure to employees:** The College does not provide tax, legal, or investment advice, and recommends that employees seek such advice from the approved Lafayette College Retirement Plan investment providers, or other professionals who specialize in these areas.