



You are eligible for the Marquette Retirement Match

Our records indicate that you are eligible to participate in the Marquette University Retirement Plan Match. You must enroll in the program; enrollment is not automatic or assumed. Contributions cannot go retroactively for untimely paperwork.

This eligibility assumes you are age 21 or older, actively at work, working 1,000 hours or more per year, 'employee' classification and have completed two years of eligible, continuous service with the university.

The terms of the retirement plan require that you contribute 5% of your salary to the Plan; and Marquette University will add an additional 8% of your yearly salary to your TIAA account. The 8% contributed by Marquette University is not counted towards the IRS yearly contribution maximums.

Marquette offers both pretax and 403(b) Roth after tax options. These options are available for both matchable and non-matchable elections.

If you are interested in enrolling in this time, please read the following instructions, all aspects of the enrollment process are now online:

1. **Enroll in the Marquette Retirement Plan** by going online.
<https://www.tiaa.org/public/index.html>
You will be enrolling in contract **101311**.
2. **<My Account**
3. **<Change my Contribution**
4. **<Manage My Contributions**
5. **<Manage Elections**

Individual Counseling Sessions available with a representative from TIAA.

Call (800) 732-8353 to reserve your appointment.

TIAA will be offering Individual Counseling Sessions, where you can discuss your personal finance situation with a TIAA consultant on a confidential basis. They will be available to discuss how to help you achieve your financial goals by investing in financial solutions such as mutual funds, brokerage, life insurance and annuities.

This Individual Counseling Session will help you simplify your retirement by:

- Providing objective advice and asset allocation based on your individual needs
- Showing you how you can obtain a personalized actionable plan
- Recommending fund selections to keep you on track to and through retirement
- Reviewing your retirement income options

Schedule:

- Benefits website <http://www.marquette.edu/hr/employeebenefits.shtml>

Employees not enrolled and/or to make a phone appointment, please call the number listed below.

To discuss your plan and options for managing your retirement savings or to schedule an appointment with a TIAA Individual Consultant, please call us at (800) 732-8353, Monday through Friday, from 9:00 a.m. to 8:00 p.m. (ET).

TIAA does not offer tax advice. See your tax advisor regarding your particular situation. Investing in securities involves risk, including possible loss of principle.

If there is a need for clarification of information, the Summary Plan Description is the ruling document