

Ball State University
ROTH 403(b) Agreement Form

Complete this form to start or change a Roth 403(b) after-tax salary reduction

1. Name: _____

2. BSU ID No. _____

By this Agreement made between the above named individual and Ball State University, the parties hereto agree as follows:

This Agreement shall be legally binding and irrevocable as to both of the parties hereto while employment continues at Ball State University; provided, however, that either party may terminate this Agreement as of the end of any month so that it will not apply to salary subsequently earned, by giving at least thirty (30) days' written notice of the date of termination; and provided, further, that no more Agreements (changes) may be made within any taxable year of the employee than the number permitted by the Treasury Regulations under Section 403(b) Internal Revenue Code

I elect to have my salary reduced by the total **AFTER-TAX** amount specified below. My annual election will be divided equally between the pay periods as elected or as appropriate for my job classification, which sum plus any other amounts contributed by the University and/or State to my retirement plans will produce a total University (State) contribution to my annuity not in excess of the statutory deferral allowance. I understand I may change my elections at any time, subject to the maximum number of changes per calendar year as specified above.

3. My job classification and normal, contractual number of pays is (circle one):

Faculty: 10 pays Professional/exempt: 12 pays Staff: 26 pays Staff: 20 pays

4a&b My Voluntary After-Tax ROTH 403(b) Election

Effective with amounts earned and paid to the above named employee:

4a. _____ As soon as administratively possible or
Effective: _____

Faculty/Prof: beginning of a month (e.g. Nov 1)

Staff: the start of a pay period

ASAP or no designation, deduction will start as soon as possible based receipt date and payroll deadlines

4b. \$ _____ x _____ * = _____
Deduction per pay (no. of pays. See Item 3 above) Annual amount

*if you want deductions taken for a number of pays other than the number designated by your normal, contractual number of pays (see item 3), you **must** submit a second form in which you either cancel the above deduction by submitting a "Cancellation of Deduction Authorization.." or a second Roth 403(b) Agreement Form based upon your number of contractual pays. Multiple forms should be submitted simultaneously.

5. Roth 403(b) After-Tax contributions are to be directed to the vendor I have indicated below. I am (or have) submitted the appropriate enrollment form to establish a Roth 403(b) After-Tax account with this vendor as a participant in the Ball State University plan:

- _____ ING Life Insurance and Annuity Company
- _____ American United Life Insurance Company
- _____ Equitable Life Assurance Society of the United States
- _____ Fidelity Investments Tax-Exempt Services Company
- _____ Lincoln National Life Insurance Company
- _____ TIAA-CREF (Teachers' Insurance and Annuity Association Retirement Equities Fund)

For PEB use only:

Note: If this is your first contribution to a Voluntary Roth 403(b) After-Tax offered through Ball State University, you must complete an Enrollment Form (Account Application) specific to the vendor you have selected above, in addition to this BSU deduction election form. This is an AFTER-TAX election and is separate from any voluntary 403b Tax Deferred Annuity elections you may have or may establish in the future.

6. SIGNATURE (required)

Employee: _____

Date: _____

Payroll & Employee Benefits Representative: _____

Date: _____