Sacred Heart University Retirement Program

Welcome to your retirement program!

Sacred Heart University recognizes the importance of providing you ways to plan for your financial future. Your retirement program is an important part of your overall benefits.

As a first step, and if eligible, Sacred Heart University will automatically enroll you in the Sacred Heart University Retirement Program. Once you're hired, you have 30 days to opt out of participating. You will be able to set your account to your preferences by establishing your contribution rate, your investment choices and your beneficiaries. If you take no action within 30 days, you will be automatically enrolled at 5% of your gross earnings, and your contributions will be directed to the target-date fund closest to your projected date of retirement. Your beneficiary will be set to "estate." You can always make updates to your account at any time.

When creating your retirement strategy, you can take one of two approaches within your plan:

1. Select a target-date fund

Target-date funds allow you to delegate asset allocation and rebalancing decisions. You can choose the target-date fund that most closely matches the year you plan to retire. For example, should you choose to retire at age 67 in 2044, you might consider the Target-date 2045 Fund. As with all mutual funds, the principal value of a target-date fund isn't guaranteed at any time, including at the target date, and will fluctuate with market changes. The target date approximates when investors may plan to start making withdrawals. However, you are not required to withdraw the funds at that target date. After the target date has been reached, some of your money may be merged into a fund with a more stable asset allocation.[1]

2. Build your own retirement portfolio

Your plan offers a range of investment options from which to choose.

Learn more about your investment choices online at TIAA.org/sacredheartuniv.

Sacred Heart UNIVERSITY

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Quick guide to managing your retirement account online

To enroll:

- Go to **TIAA.org/sacredheartuniv**.
- Click the enrollment button, then follow the online instructions. If you are a first-time user, you will need to register to create your user ID and password.
- Follow the prompts and print out the confirmation page. You are now enrolled.

Log in to your account:

- Go to **TIAA.org/sacredheartuniv** and click *Log in* in the top right-hand corner. If you are a first-time user, select *Register for online access*.
- Follow the on-screen directions to create your user ID and password.
- Review and update your profile information on file.

Once logged in:

To change your contributions:

- From the *ACTIONS* menu, select *Change your contribution amount*.
- Update the percentage for your contributions and the date to make your change effective.

To change investments for future contributions:

- Click the *ACTIONS* menu and select *Change your investments*.
- Select *Choose future investments*, then *Make changes*, and select the account/contract you would like to update. You can then enter your investment instructions.

To transfer assets among plan investment options:

- In the *ACTIONS* menu, select *Change your investments*.
- Select *Exchange*, then *Make changes*, and select the account/contract you would like to update. You can then enter your investment instructions.

To change your beneficiary designation:

In the *ACTIONS* menu, select *Add/edit beneficiaries*.

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How we can help

Online information and account access	Use **TIAA.org/sacredheartuniv** to: ■ Establish a secure user ID and password. ■ Review and update your personal information. ■ Update your beneficiary designation. ■ Check account balances and confirm contributions. ■ Change the investment of future contributions. ■ Transfer assets among the plan's investment options. ■ View and research the performance of the plan's investment options. ■ Sign up for eDelivery of materials you'd prefer to receive by email. ■ Get loan information. ■ Access retirement planning tools and calculators.
Automated phone access (available 24/7)	**800-842-2252**
Phone support	Call **800-842-2252**, weekdays, 8 a.m. to 10 p.m. (ET).
Retirement plan advice and education	**Online: TIAA.org/retirementadvisor**. Log in to your account and follow the on-screen instructions. To schedule a one-on-one advice and education session, by phone or in person, call TIAA at **800-732-8353**, weekdays, 8 a.m. to 8 p.m. (ET). Or visit **TIAA.org/schedulenow**. Investment advice is not available to participants who reside outside of the United States.
Financial education	TIAA offers many resources to help you learn more about saving and managing your finances. Visit **TIAA.org/webinars** to participate in live webinars or visit **TIAA.org** to access information about budgeting, college savings, investing and more.
Online tools and calculators	You can visit **TIAA.org/tools** for interactive planning tools. ■ Under *Retirement Planning*, select the *Retirement Goal Evaluator* for an estimate of how much of your salary you might be able to replace at retirement. ■ Under *Taxes*, select the *Tax Advantage Calculator* to estimate the long-term growth potential of money contributed to a tax-deferred annuity. ■ Under *Saving and Investing*, select the *Asset Allocation Evaluator* for sample portfolios based on your answers to a few questions.

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Get to know TIAA

A strong supporter on the road to retirement

Focused on your future

TIAA's purpose has remained constant since it was established a century ago: We're here to help you save for—and generate income during—retirement. Over the years, we've regularly introduced enhancements to the ways we deliver on our purpose.

Guiding you to and through retirement

We offer retirement plan advice and education based on your needs. TIAA's experience is built right into your retirement program. You have easy access to online tools *at no additional cost to you*.

How you can access advice and education

Online: Visit **TIAA.org/retirementadvisor**.

One-on-one advice sessions: To schedule your session, call TIAA at **800-732-8353**, weekdays, 8 a.m. to 8 p.m. (ET). Or visit **TIAA.org/schedulenow**.

[1] Target-date funds share the risks associated with the types of securities held by each of the underlying funds in which they invest. In addition to the fees and expenses associated with the target-date funds, there is exposure to the fees and expenses associated with the underlying mutual funds.

This material is for informational or educational purposes only and does not constitute fiduciary investment advice under ERISA, a securities recommendation under all securities laws, or an insurance product recommendation under state insurance laws or regulations. This material does not take into account any specific objectives or circumstances of any particular investor, or suggest any specific course of action. Investment decisions should be made based on the investor's own objectives and circumstances.

Distributions from 403(b) plans before age 59½, severance from employment, death, or disability may be prohibited, limited, and/or subject to substantial tax penalties. Different restrictions may apply to other types of plans.

Investment, insurance, and annuity products are not FDIC insured, are not bank guaranteed, are not deposits, are not insured by any federal government agency, are not a condition to any banking service or activity, and may lose value.

You should consider the investment objectives, risks, charges, and expenses carefully before investing. Please call 877-518-9161 or go to TIAA.org/sacredheartuniv for current product and fund prospectuses that contain this and other information. Please read the prospectuses carefully before investing.

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