

# ROGER WILLIAMS UNIVERSITY 403(b) RETIREMENT PLAN

## UNIVERSAL AVAILABILITY NOTICE

Roger Williams University (“University”) provides you with the opportunity to save for your retirement through its 403(b) Retirement Plan (“Plan”). The University would like you to know more about how you can participate in the Plan. Whether you want to enroll in the Plan, or you are already enrolled but wish to change the amount of your deferral, you can accomplish your goal by filling out a “Salary Reduction Agreement.” You can obtain a copy of the agreement and information on the Plan from the Human Resources Benefits Office at North Campus, One Old Ferry Road, Bristol, R.I. 02809, by calling (401) 254-3028, or on the Human Resources website at <http://www.rwu.edu/about/administration/humanresources/>.

**Why contribute to a 403(b) plan?** Participating in the Plan can provide a number of benefits, including the following:

- **Lower taxes today.** You contribute before income taxes are withheld – which means you are currently taxed on a smaller amount. This can reduce your current income tax bill. For example, if your federal marginal income tax rate is 25% and you contribute \$100 a month to a 403(b) plan, you have reduced your federal income taxes by roughly \$25. In effect, your \$100 contribution costs you only \$75 currently. The tax deferral increases with the size of your 403(b) contribution.
- **Tax-deferred growth and compounding interest.** In a 403(b) retirement plan, your interest and earnings accrue tax deferred. Any compound interest received can allow your account to grow more quickly than saving in a taxable account where interest and earnings are generally taxed each year.
- **You take the initiative.** Contributing to a 403(b) retirement plan can help you take control of your future. Other sources of retirement income, such as Social Security, rarely replace a person’s final salary upon retirement. That is why it is up to you to make sure you will have enough money for retirement.

### Eligibility

All employees of the University, except student employees, who receive compensation reportable on an IRS Form W-2 are eligible to participate in the Plan.

***Please note that there are restrictions and limitations regarding employer matching contributions. Therefore, while you may make elective deferrals to the Plan, such deferrals may not be eligible for employer matching contributions. Please contact the Human Resources Benefits Office to determine your eligibility, if any, for employer matching contributions.***

Please take a moment to review the Plan brochure available from Human Resources before enrolling. Once you are enrolled, you can review and change the amount of your contributions and your investment allocations at any time. The exact date your investment allocations will take effect may vary depending upon the policies of the financial service firm providing the investment options you chose for Plan contributions.

Also, please be aware that the law limits the amount you may defer under the Plan and any other plans in any tax year. For 2010, the limit under all plans of this type is generally \$16,500 (\$22,000 if you are age 50 or over). Each participant only gets one limit for contributions to *all* 403(b) plans, so if you are also eligible for, and participate in, for example, another employer's 403(b) or 401(k) plan, your combined contributions to that plan and to the Plan in 2010 are generally limited to \$16,500 (\$22,000 if age 50 or over). If you do participate in more than one 403(b) or 401(k) plan, you are responsible for tracking and reporting the amount of all of your contributions to the plans so that the total amount of all your contributions to all plans in which you participate do not exceed the limit.

For further details, or if you have questions, please contact the Human Resources Benefits Office.

*This notice is provided as a source of information and does not constitute legal, tax, or other professional advice. If legal advice, tax advice, or other professional assistance is required, the services of a professional advisor should be sought. There are other legal documents, laws, and regulations that govern the operation of the Plan. It is understood that in the event of any conflict, the terms of the Plan document, applicable laws, and regulations will govern.*