BRANDEIS UNIVERSITY RETIREMENT PLAN
Salary Reduction Agreement and Authorization of Investment Carrier(s)

Please check all that apply:
☐ Enroll in the Plan ☐ Change the Amount Contributed ☐ Change in Investment Carrier(s)

SECTION 1:

By THIS AGREEMENT , made between_____(the employee) and BRANDEIS UNIVERSITY, the parties hereto agree as follows:

Effective with respect to amounts payable **on or after the first day of** ___–_____, **2012** (which date is subsequent to the execution of this Agreement), the employee's basic salary per pay period will be reduced by the amount indicated below.

This Agreement shall be legally binding with respect to salary payable while it is in effect, provided, however, that either party may terminate this Agreement at any time with respect to salary not then available, by giving at least thirty days written notice of the date of termination.

SECTION 2: THE AMOUNT OF THE SALARY REDUCTIONS SHALL BE (please check):

1. ☐ Employee Required Contributions (See your Summary Plan Description for further details.)
2. ☐ Employee Required Contributions **plus** Voluntary Contributions of _____/per pay period*. This amount will produce a total University contribution that does not exceed the limits imposed by Section 415 and 402(g) of the Internal Revenue Code as applicable. **2012 Maximum $17,000.00**
3. ☐ Employee Voluntary Contributions of_____/per pay period*. This amount will produce a total University contribution that does not exceed the limits imposed by Section 415 and 402(g) of the Internal Revenue Code as applicable. **2012 Maximum $17,000.00**

For employees age 50, check the box below if you wish to elect any additional catch-up contributions permitted under IRC Section 414(v) and/or 402(g)(7)(A).

☐ Age 50 and Over Catch-up Amount
(**$5,500.00 for 2012**)

SECTION 3: EMPLOYEE ELECTION OF INVESTMENT CARRIER(S):

1. Employee Required Contributions and University Contributions
   Please enter a percentage in increments of 10%. Total percentage must equal 100%

   TIAA-CREF (RA) _____% Fidelity Investments _____% No Change ☐

2. Employee Voluntary Contributions
   Please enter a percentage in increments of 10%. Total percentage must equal 100%

   TIAA-CREF (GSRA) _____% Fidelity Investments_____% No Change ☐

I understand that Brandeis University assumes no responsibility for my choice(s) of investment options. I further understand that once I have enrolled in the University Retirement Plan **, I may not suspend or discontinue my Required contributions while employed.** I have also determined that this Agreement may not permit an aggregate amount of salary reduction contributions under the plan which, when added to elective deferrals made on my behalf to certain other plans, such as a 403(b) arrangement, a SIMPLE plan, a 401(k) plan or Keough plan exceeds the limit as may be in effect for the year under (i) Internal Revenue Code ("Code") Section 402(g)(1) or 402(g)(7), if applicable, and (ii) Code Section 414(v), if applicable, and (iii) Code Section 415 , if applicable.

Signed this___–_____ day of ___–_____, **2012**

_____ _____ _____
Employee Signature Email or Phone# Department

Reviewed by:_____for Brandeis University

*This amount should be reviewed with a representative from the Benefits section of the Office of Human Resources/Employee Relations prior to the execution of the Agreement.