Centenary
COLLEGE OF LOUISIANA

TIAA-CREF
SALARY REDUCTION AGREEMENT (SRA)
UNDER SECTION 403(b)

The Salary Reduction Agreement (SRA) is used to establish, change, or cancel salary reductions withheld from your paycheck and contributed to the 403(b) Plan on your behalf. The SRA is **NOT** used to change the investment providers that receive your contributions. Please note that this form is not valid unless all applicable sections are completed and you have signed the form. Please submit the original to Human Resources.

Your request will be processed within five (5) business days upon receipt of an accurately completed form. The change will be effective the first payroll after receipt by your employer's payroll office. (Changes can take up to two pay cycles.)

The maximum contribution for plan year 2026 is $23,500 for participants under 50 years of age. If you are age 50 or over, you can make additional catch-up contributions (for 2025, the IRS limit is $7,500). The 2026 IRS Retirement yet TBD

PERSONAL INFORMATION

Employee name ____

Social Security # ______________________ Cell# ____________________

Date of birth (Format: MM/DD/YYYY) __________________

SALARY REDUCTION
This SRA will cancel and replace any previously submitted SRA. The salary reductions identified in the space below will be the only deduction performed starting on the Effective Date.

I would like to contribute _________% per-pay period.
*Enter the contribution rate in increments of whole percentages.

I would like to contribute $ ________per-pay period.

(CATCH-UP only) I would like to contribute $__________pre-pay period

______I would like to stop my % contribution to the TIAA-CREF plan.

______I would like to stop my $ contribution to the TIAA-CREF plan.

______I would like to stop my CATCH-UP contribution to the TIAA-CREF plan.

______I choose not to contribute and elect to waive my option to participate in the College's retirement plan at this time. I understand that at any time through the year, I can elect to participate in the retirement plan and begin participation by submitting the necessary forms to the Department of Human Resources.

Matching Contribution: Centenary College of Louisiana matches employee pre-tax contributions to their 403(b) each pay period, up to the first five (5) percent (%) of

EMPLOYEE APPROVAL

I understand and agree to the following:

1. This Salary Reduction Agreement (Agreement) is an agreement between me and my employer that I have entered into voluntarily.
2. This Agreement supersedes and replaces all prior Salary Reduction Agreements.
3. The Agreement is legally binding and irrevocable with respect to amounts paid or available while this agreement is in effect.
4. The Agreement may be terminated or modified at any time for amounts not yet paid or available.
5. Nothing herein shall affect the terms of my employment with the Employer.
6. This Agreement shall automatically terminate if my employment is terminated.

I authorize the automatic cancellation of this Salary Reduction Agreement in the event of any of the following: (1) if either my employer or TIAA/CREF (my employer's third- party administrator) believe additional contributions will cause me to exceed limits under Code Section 415 or 402(g), (2) if I take a hardship distribution, if available, or (3) if I take an unforeseeable emergency distribution, if available.

I have read and understand the information contained of this Agreement. I understand that by making this application the release of my confidential information to third parties may occur as necessary to administer the Plan in accordance with the Internal Revenue Code.

SIGNATURE: ____

PRINTED NAME: ____

DATE: ____

Click here to submit the form