

Universal Availability Notice

Important Information Regarding Your Opportunity to Participate in the University's 403(b) Retirement Plan.

For Part-Time and Temporary Employees, Graduate Assistants, Student Workers, Extra Help Employees and All Other Employees in Non-Benefits-Eligible Positions

All non-benefits-eligible employees on the university payroll are eligible to participate in an unmatched 403(b) Supplemental Retirement Account on a voluntary basis. Non-benefits-eligible employees do not receive employer contributions to their retirement accounts. Voluntary unmatched employee contributions may be made with TIAA and Fidelity Investments, the university's Retirement Plan recordkeepers. Within IRS limits, employees may begin, increase, decrease or end contributions. Participants may make multiple changes during the year with those actions effective at the first of the month following the change request. Please contact your campus HR Office for additional details, enrollment information and assistance.

For Benefits-Eligible Employees Enrolled in the APERS or ARTRS Retirement Systems or in Other Group Plans

All employees who are on the university payroll and are enrolled in the State of Arkansas APERS, ARTRS or other retirement systems are eligible to participate in an unmatched 403(b) Supplemental Retirement Account on a voluntary basis. Participants do not receive employer contributions to their university Retirement Plan accounts. Voluntary unmatched employee contributions may be made with TIAA and Fidelity Investments, the university's Retirement Plan recordkeepers. Within IRS limits, employees may begin, increase, decrease or end contributions. Participants may make multiple changes during the year with those actions effective at the first of the month following the change request. Please contact your campus HR Office for additional details, enrollment information and assistance.

For Benefits-Eligible Employees in the University Retirement Plan

Benefits-eligible employees enrolled in the university 403(b) Retirement Plan may, within IRS limits, increase or decrease their voluntary contributions. Participants may make multiple changes during the year with those actions effective at the first of the month following the change request. Please contact your campus HR Office for additional details, enrollment information and assistance.

Employees hired after January 31, 2020, who are neither residents nor citizens of the United States and who do not perform services in the United States are not eligible to make voluntary elective contributions.

Aggregation of Maximum Contribution Limit When You Control Another Employer

Federal law limits the total amount that may be contributed on your behalf to the University of Arkansas 403(b) Plan and any other retirement plan. The contributions to certain other retirement plans may need to be aggregated with contributions to the University of Arkansas

403(b) Plan to verify the maximum annual limit is not exceeded. This notice informs you of your responsibility to provide information to the university regarding your control or ownership of other entities that maintain a plan in which you participate. **Failure to provide necessary and correct information to the university (your campus HR Office) could result in adverse tax consequences for you.**

Contributions to the University of Arkansas 403(b) Plan will be aggregated with one or more defined-contribution plans if you are deemed to control the employer sponsoring such plans. For aggregation purposes, you are deemed to control a for-profit employer if you own more than 50% (including attribution from others) of ownership interests or profits interests. A defined-contribution plan includes:

- Plan qualified under Code section 401(a) (e.g., 401(k) plan), and
- Simplified Employee Pension (SEP) within the meaning of Code section 408(k).

The university will coordinate with you to ensure satisfaction of the maximum annual limit for contributions to all retirement plans. Please contact your campus HR Office to provide any pertinent information on control or ownership of other entities or to address any of your questions.

Please contact your campus HR Office for additional details, enrollment information and assistance.