

Name: _____

Request Effective Date: _____

It is hereby agreed by and between (please print) _____ (employee) and MIDDLESEX COLLEGE (employer) that the employee's adjusted semi-monthly base salary will be reduced by the amount indicated below. At the same time, the employer agrees to remit periodically to the investment company(ies) selected by the employee on the current Carrier Allocation Form the sum of such reduction as a premium on the annuity contracts, which are purchased by the employer on behalf of the employee.

This agreement shall be legally binding and irrevocable as to each of the parties hereto while employment continues; provided, however, that either party may terminate this Agreement as of the end of any pay period, so that it will not apply to salary subsequently earned and provided. This agreement does not constitute a contract of employment and shall not restrict the right of employer to discharge the employee or the right of employee to terminate his or her own employment. If the employer suspends the salary reduction authorized by this agreement because the employee has reached the maximum annual amount allowed by law, this agreement shall be reinstated as of the beginning of the next taxable year unless canceled or changed by the completion of another Salary Reduction Agreement by the employee.

MANDATORY 401(A) SALARY DEFERRAL - ABP CONTRIBUTIONS

Investment Carrier Election	Allocation Percentage (total must equal 100%)
AIG (formerly VALIC)	
AXA Equitable	
Empire Retirement (formerly Mass Mutual)	
Metlife	
Prudential	
TIAA	
VOYA Financial	

Voluntary 403(b) Salary Reduction - ABP and ACTS Plans:

I elect to contribute a total of \$_____ of my adjusted semi-monthly contractual salary in addition to my mandatory retirement contribution. I understand that the amount by which my Middlesex College adjusted semi-monthly contractual salary may be reduced is subject to the limitations of Sections 415,402(g) and 414(v) of the Internal Revenue Code and, further, that it is my responsibility to determine that my salary reduction amount does not exceed these limits and that I do not over tax-defer. I assume full responsibility for authorizing the level of salary reduction set forth above and accept any and all tax consequences that may result. I acknowledge that Employer has made no representation to me regarding the advisability, appropriateness or tax consequences of my participation in this voluntary 403(b) salary deferral.

Investment Carrier Election	403(b) Tax Deferral*	ROTH (After Tax)*]
AIG (formerly VALIC)		
AXA Equitable		
Mass Mutual		
Metlife		
TIAA		
Voya Financial		

*Total tax-deferred and ROTH contributions must combine to the same dollar amount noted in election.

Employee Signature: _____

Date: _____

Instructions:

1. Complete all portions of this form. Select the investment carrier(s) with which you want your contributions invested. Please make sure to open an account with the investment carrier of your choice. You can open account online or contact the representative from this link (mymcc.middlesexcc.edu/hr/abp-state-vendor-providers/). You can also then enroll in any of their investment choices.
2. Submit this form to the Middlesex College Payroll Department either via email or inter-office mail.

Public Employee Retirement System (PERS)/Police and Fireman Retirement System (PFRS) Employees:

The Additional Contributions Tax-Sheltered (ACTS) program allows eligible employees, who are in a State Pension Program, to obtain voluntary supplemental tax-deferred annuities with a variety of carriers through a salary reduction agreement. The ACTS Program is separate from, and in addition to your basic pension benefit, the Supplemental Annuity Collective Trust (SACT) Fund, and the Deferred Compensation Plan (457 Plan). Employees of state universities and colleges, and of certain other entities, are eligible to participate in the ACTS Program. Participation in ACTS is also open to those employees previously mentioned who are now receiving retirement allowances from a state pension system and who would otherwise be barred from joining another state pension system. To be considered eligible, ***you must work for one of the eligible employers and normally (with some limited exceptions) work 20 hours per week or more.***

Alternate Benefits Program (ABP) Employees:

Default Provider — ABP enrollees not designating an investment provider for their program contributions within 45 days of program participation are enrolled with the investment provider designated by the New Jersey Division of Pensions and Benefits (NJDPB) as the default investment provider at the time of enrollment. The default investment provider is authorized to accept employer and employee mandatory contributions and will invest the funds in a money market fund. Contributions will continue to be sent to the default investment provider and invested in that money market fund until the ABP member designates an investment provider, completes an application with that investment provider, and notifies the employer of this action. If the member is subject to delayed vesting, and is enrolled with the default investment provider, the member is allowed to choose an alternate investment provider during the first year and transfer the contributions deposited to that alternate investment provider.

Vesting — Vesting usually occurs when the employee commences the second year of employment. However, if the employee meets the following criteria upon joining Middlesex College, the employee is immediately vested: a) the employee owns a retirement contract(s) containing employer and employee contributions that is based upon employment in the field of higher education; **OR** b) the employee is an active or vested member of a state-administered retirement system in NJ or in the US. The contract must be in force, meaning that the employee is entitled to receive benefits from the contract at a future date.

An employee not meeting the above criteria is placed in a delayed vesting status. An employee who is in delayed vesting may direct their ABP contributions to only one carrier and may not transfer funds between carriers. Delayed vesting will end when the employee commences the second year of employment in an eligible position.

403(b) ROTH Option — Effective November 2019, The NJDPB has approved a tax-free distribution option when you retire (as long as you meet certain qualifications) in exchange for paying taxes up front on your contributions. If you select the 403(b) ROTH, deductions will be made from your semi-monthly earnings on an after-tax basis.

Helpful Resources:

- For pension plan additional information, please visit: (state.nj.us/treasury/pensions/pension-info-active.shtml)
- For voluntary contributions information including annual limits, please visit: (irs.gov/retirement-plans/plan-participant-employee/retirement-topics-403b-contribution-limits)

R10/21