OSU/A&M Retirement Program
Achieve financial independence

OSU/A&M RETIREMENT PROGRAM VOLUNTARY 403(b) AND 457(b) PLANS

SALARY REDUCTION AGREEMENT

Employee Name: Last, First MI (*PLEASE PRINT*)		**Date of Birth & Your Age as of the end of the calendar year for this agreement**
CWID #		**Reason for completing form:** ☐ New Participant ☐ Changing Contribution
Home Phone #:	**Campus Phone #:**	**Requested Effective Date*:**

As an employee of OSU/A&M (Connors State College, Langston University, Northeastern Oklahoma A&M College, Oklahoma Panhandle State University or Oklahoma State University), you may contribute a portion of your compensation to the OSU/A&M Voluntary Section 403(b) and/or 457(b) Contribution Plan(s). The amount that you choose to defer shall not exceed the applicable limitations of Internal Revenue Code Sections 415, 402(g) and 414(v), whichever is less, as applicable. The amounts contributed will be invested with TIAA. You select from among the available investment options.

The minimum contribution is $15.00 per month. The following chart outlines the maximum contribution limit for each plan:

Calendar Year (CY)	Age as of 12/31 of CY	Maximum Contribution per plan	Combined Total to 403(b) and 457(b)	**New IRS Rule for 2026**
2025	<50	$23,500	$47,000	OSU 2025 FICA earnings ≥ 150,000 and age 50+, pre-tax contributions are limited to $24,500 and catch-up contributions must be made to the ROTH option.
2025	50-59, 64+	$31,000	$62,000	
2025	60-63	$34,750	$69,500	
2026	<50	$24,500	$49,000	
2026	50-59, 64+	$32,500	$65,000	
2026	60-63	$35,750	$71,500	

The 403(b) and 457(b) maximum limits are subject to you having enough eligible annual compensation to contribute at the limit. If you contribute to a non-OSU/A&M 403(b) and/or 457(b) plan or another qualified retirement plan during the same calendar year, you should consult your tax advisor regarding the overall limits that apply in your individual circumstances.

This Agreement may become effective on the following: (i) the first day of the month following receipt of this executed form by your local Human Resources office or (ii) the first day of a future month specified by you. This Agreement supersedes and replaces any previously submitted Agreement for this plan and shall remain in effect unless revoked or modified in writing.

COMPENSATION DEFERRAL ELECTIONS

403(b)	Pre-tax	Post-tax Roth	Total
Per-payroll reduction amount	$	$	$
Stop deduction	☐	☐	

457(b)	Pre-tax	Post-tax Roth	Total
Per-payroll reduction amount	$	$	$
Stop deduction	☐	☐	

Note: Combined pre-tax and post-tax contributions cannot exceed the annual maximum limit for each plan election. If deductions reach the maximum amount within the calendar year, OSU/A&M will stop payroll deductions until January 1 of the following calendar year. Your election will remain in force until you change it, no longer meet eligibility requirements or no longer meet minimum pay requirements.

After reviewing materials provided by TIAA and OSU/A&M, I elect to participate in the 403(b) and/or the 457(b) plan. I understand I need to set up my online TIAA account to designate beneficiaries and make any desired investment changes if I do not want the default target date fund investment at www.tiaa.org/okstate.

*The effective date must be the first day of the following month this form is received by your local Human Resources office, or the first day of a subsequent month.

Employee Signature: _____ **Date:** _____

INSTRUCTIONS

1. Type or print your name, date of birth, CWID #, reason for completing form, home phone number and campus phone number.

1. Enter the effective date of the election (must be the first day of a month). The OSU/A&M 403(b)/457(b) Salary Reduction Agreement may become effective no earlier than the first day of the month following execution of the form **and** receipt by your local Human Resources office.

2. Enter the amount you want reduced from your paycheck each payroll. If you are canceling contributions, mark the box to "*Stop Deduction*" and enter the last day of the month in which you will have a payroll deduction.

3. Sign and date the form.

4. Return the form to your campus Human Resources Office.

NOTE: It is possible you will not reach your annual goal amount should you miss a paycheck(s) during the year. An example of this situation could be if you were on leave-without-pay for an extended period.

Human Resources use only:

Deduction codes:

- ☐ TD3 - Pre-tax 403(b)
- ☐ TDR - Post-tax Roth 403(b)
- ☐ TD7 - Pre-tax 457(b)
- ☐ TD8 - Post-tax Roth 457(b)

Combined limit rules

- ☐ 403B - Under age 50 in the calendar year and contributing to TD3 and/or TDR
- ☐ 457B - Under age 50 in the calendar year and contributing to TD7 and/or TD8
- ☐ 403BA50 - Age 50+ in the calendar year and contributing to TD3 and/or TDR
- ☐ 457A50 - Age 50+ in the calendar year and contributing to TD7 and/or TD8
- ☐ 403BA60 - Age 60-63 in the calendar year and contributing to TD3 and/or TDR
- ☐ 457A60 - Age 60-63 in the calendar year and contributing to TD7 and/or TD8