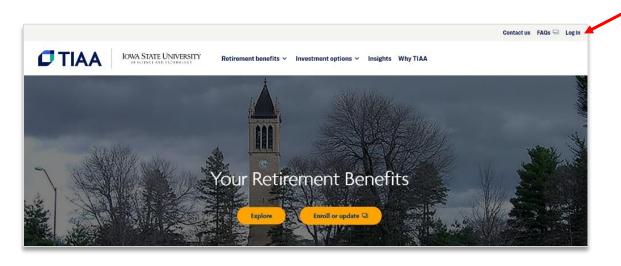
Iowa State RetireOnTrack – Guide for Opting Out

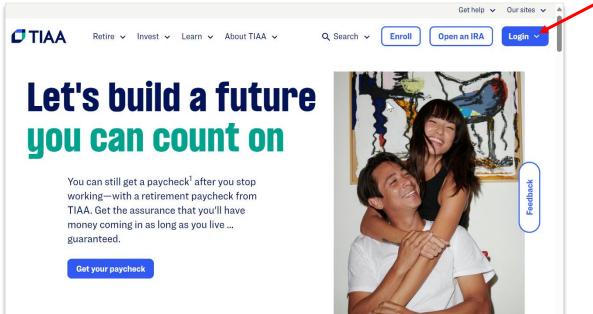
Overview of how to opt out:

- 1. Log in to your account with your TIAA user ID and password at tiaa.org/iastate or tiaa.org.
- 2. Choose the account you wish to modify, then choose Want to opt out of Iowa State RetireOnTrack?
 - Please note: if you have multiple accounts managed by Iowa State RetireOnTrack, you will need to complete these steps for each account.
- 3. Select Yes to continue through the process. You will be prompted to choose your own investments next.
- 4. View your current balance asset allocation and adjust if desired. Click Review to continue.
- 5. If you are opting out of Iowa State RetireOnTrack in either the Iowa State University Retirement Plan or the Iowa State University-Ames Laboratory Retirement Plan, you will continue through additional steps to set up your new Retirement Choice (RC) account and establish your beneficiaries. If you are opting out of the Iowa State University Tax Deferred Annuity Plan/ISU 457(b) Deferred Compensation Plan/Ames Laboratory Tax Deferred Annuity Plan/Ames Lab ISU 457(b) Deferred Compensation Plans, you will not need to establish a new account or your beneficiaries.
- 6. Select *Confirm & Continue* at the end of the process to confirm your selections.

Step-by-step screen flow:

Access your retirement account through the Iowa State University microsite.

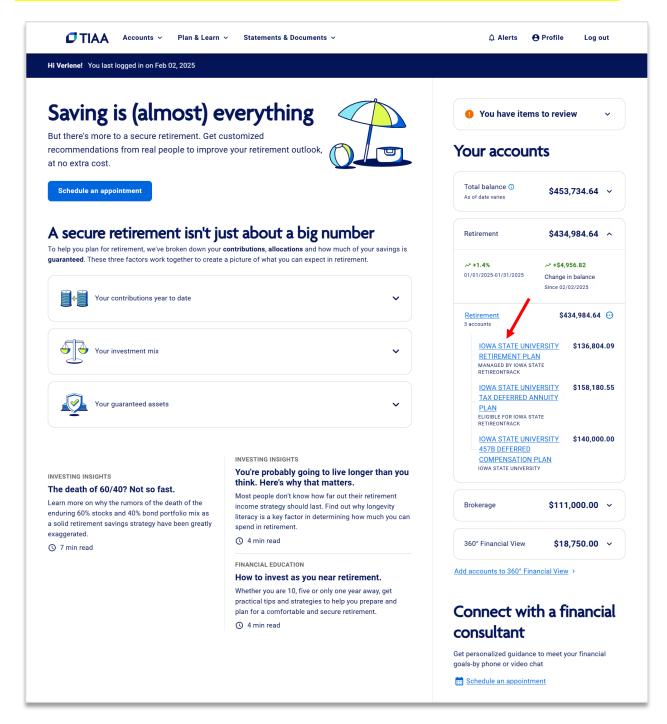






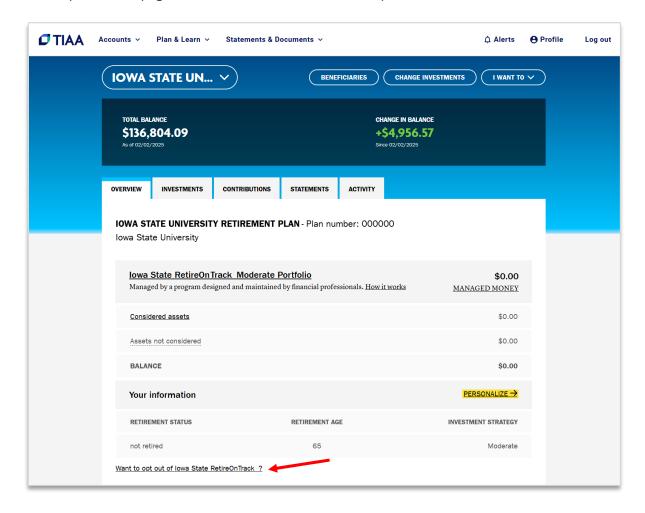
From the participant homepage, click on the plan name to go to the plan details page.

Please note: if you have a balance in multiple lowa State plans, you will need to return to the homepage and repeat the process for each account that is opted in to the lowa State RetireOnTrack model portfolios.





From the plan details page scroll down and click on "Want to opt out of the Iowa State RetireOnTrack Service?"

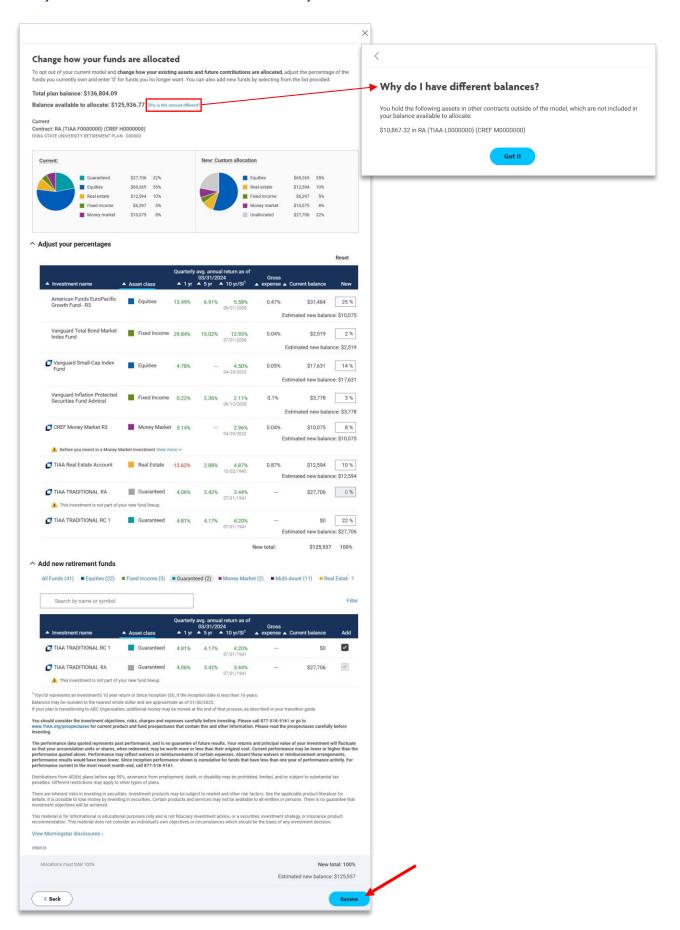


Select "Yes" to continue the opt out process.





View your current balance asset allocation and adjust if desired. Click "Review" to continue.





Follow steps to review information and update beneficiaries.

