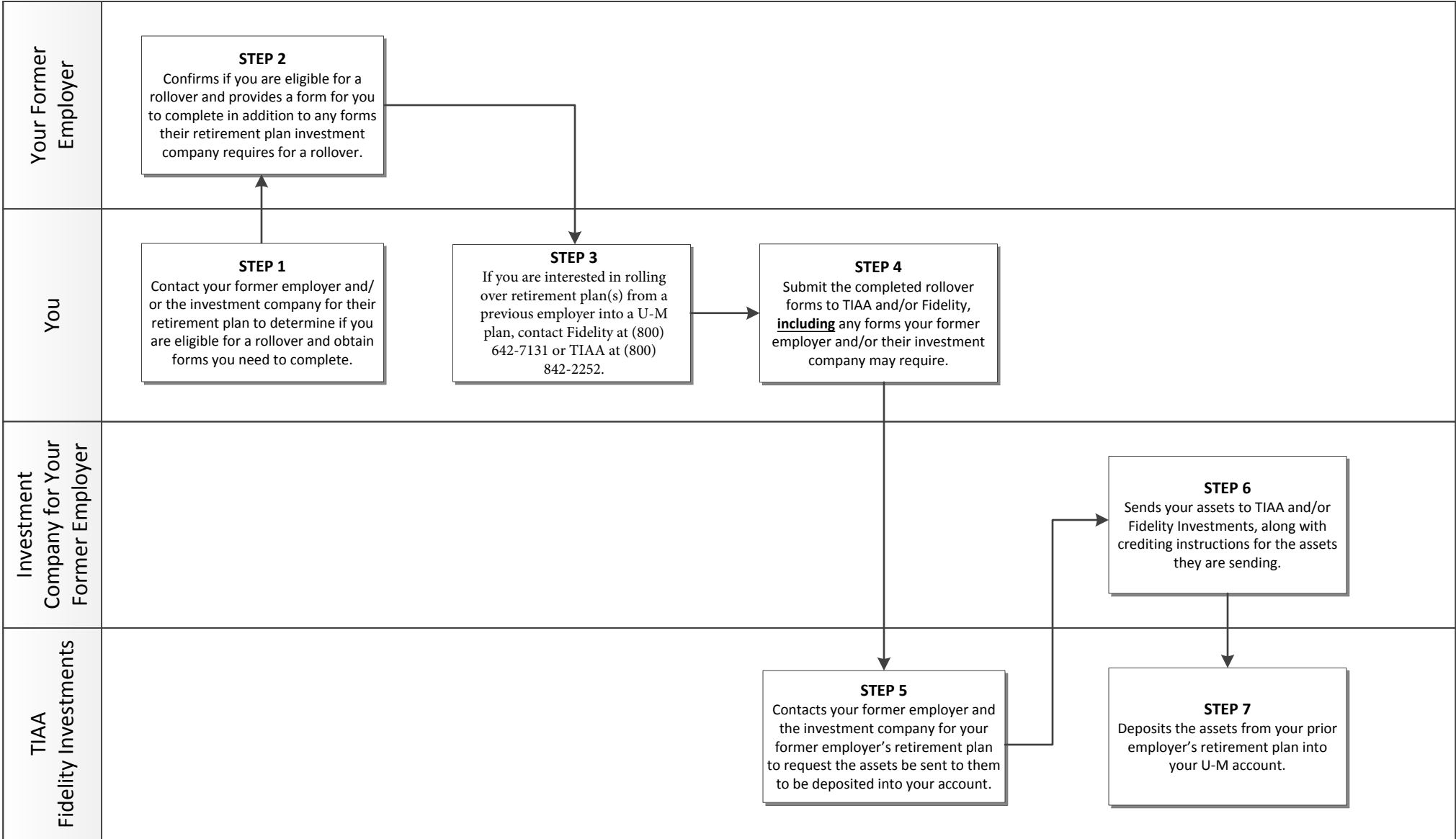


# How to Rollover Assets into the U-M Plans

The following illustrates how to rollover assets from another employer’s retirement plan or from an IRA into the U-M Basic Retirement Plan, 403(b) SRA, and 457(b) programs. This does not cover moving assets between TIAA and Fidelity Investments within the U-M plans (this is a direct transfer).



## **Rollover of Assets into the U-M Retirement Plans**

The following covers rolling assets from another employer's retirement plan or from an IRA into the U-M plans. This does not involve moving assets between TIAA-CREF and Fidelity Investments within the U-M plan, which is commonly referred to as a direct transfer.

### **FREQUENTLY ASKED QUESTIONS**

#### ***Do the U-M savings programs accept rollovers from another plan?***

Yes. You may rollover assets from another retirement plan or from an IRA into the U-M Basic Retirement Plan, the 403(b) Supplemental Retirement Account (SRA), and/or the 457(b) Deferred Compensation Plan at any time.

#### ***Can I rollover Roth contributions made through another employer?***

Yes. However, after-tax Roth amounts can only be rolled over to another plan that allows participants to make after-tax Roth elective deferrals. Since the 403(b) Supplemental Retirement Account and the 457(b) Deferred Compensation Plan allow eligible U-M faculty and staff to make after-tax Roth elective deferrals, they will accept a rollover of Roth amounts made through another employer. The Basic Retirement Savings Plan does not have an option to make after-tax Roth elective deferrals and cannot accept a rollover of Roth amounts from another plan.

#### ***What kind of rollovers can the U-M Retirement Plan accept?***

The following types of pretax eligible rollover distributions can be accepted into the U-M Plan:

- 401(a)
- 403(a)
- 401(k)
- 403(b)
- Governmental 457(b)
- IRA

**What is the difference between a rollover into an IRA versus into the U-M plans?**

A rollover into an **IRA** with TIAA-CREF and/or Fidelity will give you flexibility for cash withdrawals, will consolidate your assets with TIAA-CREF and/or Fidelity alongside your U-M retirement accounts, and provides you a single quarterly statement. However, you will not have access to the lower-cost share class of mutual funds that are available through the U-M plans.

Amounts you roll into any of the U-M plans are available for withdrawal while you are working for the university or after you terminate employment. In addition, the 403(b) SRA and 457(b) plans also offer the option to take a loan on your account.

**Are there other considerations to rolling over assets?**

The IRS generally requires that an individual begin to take a minimum distribution from his or her account by age 70½ in order to avoid a severe tax penalty. Amounts attributable as of December 31, 1986 that are 403(b) accumulations are grandfathered, and are not subject to minimum distribution until age 75. Electing a rollover eliminates this grandfathering feature; this may be important for tax planning.

In addition, if you are rolling over assets into one of the U-M plans from a different type of plan you had at a previous employer, it may affect the tax treatment of distributions that you will take later. This may cause you to lose important tax advantages.

**For example:**

*Distributions from a 457(b) plan are not subject to the IRS 10% penalty for withdrawals made prior to age 59½. This penalty applies to a qualified plan such as a 401(a), 401(k), 403(a) annuity, 403(b), or an IRA. If you rollover a 457(b) plan into an IRA or a plan that is subject to the penalty, the exemption to the 10% is generally lost. Consult with a qualified tax adviser to determine if you may be impacted by electing a rollover.*

**Is U-M authorization required to rollover assets into any of the U-M plans?**

No.

**Who can I talk to if I have questions?**

You can speak with a consultant with TIAA and Fidelity Investments for questions and to request forms for a rollover at the following numbers:

- TIAA .....800-842-2252
- Fidelity Investments.....800-343-0860

You may also meet with a consultant from TIAA and Fidelity Investments for questions or help on completing the applications. To make an appointment with a consultant assigned to work with the University of Michigan call:

TIAA ..... 800-842-2252

Fidelity Investments..... 800-642-7131

***What are the U-M plan names and numbers and why do I need them?***

The rollover forms will ask into which U-M plan you want to rollover assets. The following lists the U-M plan types and their corresponding record keeping number with each investment company. You will need to indicate the plan names and numbers on the rollover forms to ensure they are deposited into the correct plan you intend.

<b>Plan Name and Types of Contribution</b>	<b>TIAA Plan Number</b>	<b>Fidelity Plan Number</b>
<b>University of Michigan 403(b) Basic Retirement Plan</b> <ul style="list-style-type: none"><li>▪ Your 5% or 4.5% contribution as a voluntary participant on all eligible earnings.</li><li>▪ Your 5% or 4.5% contribution on earnings up to the FICA wage base if you are a compulsory participant (you are age 35 or older, have at least two years of service as a regular faculty or staff member, and have a 100% appointment).</li></ul>	101010	72104
<b>University of Michigan 401(a) Basic Retirement Plan</b> <ul style="list-style-type: none"><li>▪ Your 5% or 4.5% contribution on earnings exceeding the FICA wage base if you are a compulsory participant in the plan effective 7/1/1989 or later.</li><li>▪ All U-M contributions.</li></ul>	101011	86503
<b>University of Michigan 403(b) Supplemental Plan</b> <ul style="list-style-type: none"><li>▪ An elective deferral you make as a fixed-dollar amount.</li><li>▪ This amount is separate from the 5% or 4.5% you contribute to the Basic Retirement Plan.</li><li>▪ There is no U-M contribution to this plan.</li></ul>	101013	72103
<b>University of Michigan 457(b) Deferred Compensation Plan</b> <ul style="list-style-type: none"><li>▪ An elective deferral you make as a fixed-dollar amount.</li><li>▪ There is no U-M contribution to this plan.</li></ul>	101012	66806

## HOW TO ROLLOVER ASSETS INTO THE U-M PLAN

1. Contact your previous employer and/or the investment company for your previous employer's retirement plan to determine if you are eligible for a rollover.
2. If you are eligible for a rollover, your previous employer may require you to complete their own rollover form in addition to forms required by the investment company for their retirement plan.
  - Some investment companies will allow you to use the TIAA and Fidelity forms to enact the rollover, while others will want you to complete their own forms in addition to ones from TIAA and Fidelity.
3. Open a U-M account with TIAA and/or Fidelity so the rollover will have a destination account ready to accept the assets. You may open your account online by going to the TIAA and/or Fidelity microsities listed below.

### TIAA

- Go to: [tiaa.org/umich](https://tiaa.org/umich)
- Click Ready To Enroll
- Select the type of plan for which you want to create and account
- Follow the screen prompts to create your account

### Fidelity Investments

- Go to: [netbenefits.com/uofm](https://netbenefits.com/uofm)
- Click Enroll Today
- Select the type of plan for which you want to create and account
- Follow the screen prompts to create your account

### Complete the TIAA and/or Fidelity Rollover Form

### TIAA

Visit: [tiaa.org/public/support/forms](https://tiaa.org/public/support/forms)

- Click the Move Funds button for the action, Move funds into your employer-sponsored plan at TIAA

### Fidelity Investments

- [Download the Transfer/Rollover/Exchange Form](#)

4. Return all rollover forms (including any from your previous employer and the investment company for their retirement plan) to TIAA and/or Fidelity for processing.
  - Do not submit the rollover forms before your U-M account has been created (see Step 3) or the forms will be returned to you.

5. TIAA and/or Fidelity will contact your previous employer and/or previous retirement plan investment company to request the assets be sent to them.
6. The investment company for your previous retirement plan will send the rollover assets to TIAA and/or Fidelity and will be deposited into your U-M account.
  - *The investment company who held your assets for your previous retirement plan should also send a letter identifying each type of contribution within the rollover assets. This breakdown should differentiate your contributions versus employer contributions and tax classification such as 403(b) vs. 401(k). This is necessary to ensure contributions are correctly tracked for distribution and tax reporting purposes.*
7. The rollover assets are deposited into your U-M account with TIAA and/or Fidelity. Be sure to review your account online and quarterly statement to confirm the rollover was done correctly.
8. **Process complete.**