

MEMORANDUM

TO:

FROM:

SUBJECT: Retirement Plan Service Credit Verification

DATE:

Your request for service credit toward participation and vesting in the Research Foundation Retirement Plan has been reviewed. The determination is shown by a check in the appropriate box as follows:

- No Action Required.** A “Request for Research Foundation Retirement Plan Service” form is *not* required since you previously vested in the Research Foundation Retirement Plan. Contributions to TIAA-CREF are currently being made on your behalf.
- Request Approved.** Your prior service credit request is approved. Based on this process:
 - you have been credited with _____ years of service.
 - you have been credited with _____ hours of service.
 - you have been credited with sufficient qualified service to vest in the RF Basic Retirement Plan. ***You will be automatically enrolled in a diversified JP Morgan Target-Date fund and your beneficiary will be your estate.*** You can change your investments or beneficiary at any time by enrolling online at www.tiaa-cref.org/rfsuny or by calling TIAA-CREF at 800 842-2776.
 - your anniversary cycle will be revised to recognize your starting date with your prior employer. However, since you did not work 1,000 hours or more in an anniversary year, you still must complete one year of qualified service with the Research Foundation in order to vest in the basic retirement plan.
 - SUNY Service prevented a change in Tier
- Request Not Approved.** Your prior service credit request cannot be approved for the following reason(s):
 - The employer named is not an eligible employer.
 - The employer named was not your immediate prior employer.
 - Your employment as a student or status as a fellow is ineligible for credit.
 - Your employment terminated more than one year prior to your Research Foundation employment.
 - Prior service hours are insufficient to benefit you.

Please contact this office if you have any questions.