

DUNELAND SCHOOL CORPORATION 403(B) RETIREMENT SAVINGS PLAN

- 1 After receiving your "Eligible to Enroll – Welcome" email from Aspire, click on the embedded link or go to <<https://investlink.aspireonline.com/>> online or through any mobile device.
- 2 Click on the **Create Login** link beneath username and password then use the Plan ID to continue your enrollment process.
- 3 Enter your Plan ID: **8655**
- 4 Complete all 5 of the mandatory fields and click **Submit**
- 5 Create your personal Username & Password
- 6 Login using your Username & Password

We are pleased to provide you with instructions on how to access your account for the first time:

Once you log in, please complete all agreements and answer the required security questions. You may be presented with additional questions during this initial login. Please complete them as appropriate.

Once completed, you will see the **Account Overview** Home page with your name and the plan's name in the upper-right corner. You can access your account information from the Primary Navigation bar.

NOTE: The online enrollment portal will be available for 30 days from the date of your Welcome email. If you need access after the online enrollment portal has expired, please contact Customer Service at 866.634.5873 & press 2 for Client Services. Customer Service is available Monday – Friday, 8a – 8p EST.

NAVIGATING INVESTLINK THROUGH THE TOP MENU

Home Overview ▾ Profile ▾ Planning ▾ Investment ▾ Services ▾  Job Queue

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| Overview | View investment balances including price and by source. |
| Profile | Change your password (max. 16 characters), View/Update your contact information, beneficiary information, password reminder, and your username or set your email preferences. |
| Planning | Find a collection of tools, by current life stage, to help you plan for your retirement. |
| Investing | View available investments, prices and performance related to your plan. |
| Services | Request a distribution or loan (If applicable), generate statements, view account history, review your salary deferral election, update investment elections, request transfers, realignments, or rebalances. |

NOTE: We recommend that you view the Participant User Guide and **ALL** required disclosures available in the **DOCUMENT LIBRARY**.