



Your District Retirement Plan Online

Access to your retirement plan has just become faster and more convenient.

- 24/7 access
- Ability to adjust your deferral amounts
- View your year-to-date summary
- View 403(b) & 457(b) plan limits

How to log in to the SchoolsFirst FCU Plan Vue™ Plan Administration website:

- ☐ Go to pa.schoolsfirstfcu.org
- ☐ Enter your Social Security Number (no dashes) as your User ID
- ☐ Enter the last 4-digits of your Social Security Number as your Password
- ☐ Select the Employee role
- ☐ Answer the Alternate Verification Question
- ☐ Select a new User ID and Password, then confirm
- ☐ Update your email and phone number under the Personal Profile tab

Understanding Your 403(b) & Roth 403(b)

Overview

The 403(b) is a Tax-Sheltered Account (TSA) developed by the IRS to allow you to save for retirement and supplement your CalSTRS/CalPERS pension plan. On average, your pension replaces 50-65% of income in retirement.^{1,2} Currently, studies show that at a minimum, approximately 80% of income replacement is necessary to maintain the same standard of living in retirement.³ A 403(b) offers school employees a way to bridge that gap while saving for retirement.

403(b)

Taxes

Contributions are made to a 403(b) before taxes are taken from your paycheck, reducing your taxable income. Taxes are paid on withdrawals, typically in retirement when you will likely be in a lower tax bracket.

Withdrawals

You may begin to take withdrawals from a 403(b) at age 59½. Penalties may apply to withdrawals taken before this time.

Loans

A loan may be taken against a 403(b) funds while you are still employed. Repayment terms and interest rates are determined by your plan's administrator, SchoolsFirst Plan Administration.

Roth 403(b)

Taxes

Contributions to a Roth 403(b) are made after taxes are taken from your paycheck, allowing your earnings to grow—and withdrawals taken—tax-free if the account has been open for at least five years and you are age 59½ or older.

Withdrawals

You may make a withdrawal from a Roth 403(b) when you reach age 59½, upon severance of employment, or in case of hardship, disability or death.

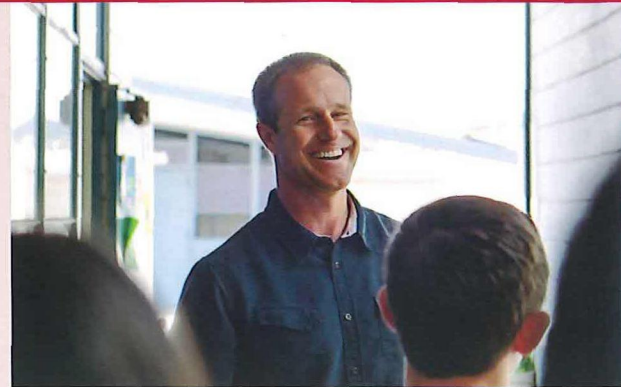
Loans

A loan may be taken against a Roth 403(b) while you are still employed. Repayment terms and interest rates are determined by your plan's administrator, SchoolsFirst Plan Administration.

Contribution

In 2018, you may contribute up to \$18,500 to a 403(b) and/or Roth 403(b), combined. It is possible to contribute up to \$9,000 more than the maximum if you meet the following requirements:

- Age 50+ in 2018 = an additional \$6,000
- With employer 15+ years = an additional \$3,000



Here to help you

The 403(b) administrator for your district is SchoolsFirst Plan Administration. If you have questions, or would like to open a 403(b) account, please contact:

Daniel Christofferson
Retirement Plan Advisor

Phone
(800) 462-8328 x 4116

Cell
(714) 785-6191

Email
dchristofferson@schoolsfirstfcu.org

**Minimum contribution
starts at \$25**

Low Cost Investment Options

To Enroll Online visit:
<http://www.nationwide.com/schoolsfirst.jsp>

SCHOOLSFIRST 
Plan Administration, LLC

SchoolsFirst Plan Administration, LLC is a wholly-owned affiliate of SchoolsFirst Federal Credit Union. Securities sold, advisory services offered through CUNA Brokerage Services, Inc. (CBSI), member FINRA/SIPC, a registered broker/dealer and investment advisor. CBSI is under contract with SchoolsFirst FCU to make securities available to Members. **Not NCUA/NCUSIF/FDIC insured, May Lose Value, No Financial Institution Guarantee. Not a deposit of any financial institution.** CUNA Brokerage Services, Inc., is a registered broker/dealer in all fifty states of the United States of America. **1.** Overview of the California State Teachers' Retirement System and Related Issues, 2016. **2.** California Public Employees' Retirement System Overview, 2016. **3.** "How much do you really need for retirement?" Forbes.com, 2015.

Representatives are not tax advisors. For information regarding your specific tax situation, please consult a tax professional.

fax

TO: SchoolsFirst FCU
Retirement Plan Administration

FROM:

FAX: 714.258.4262

PAGES:

PHONE: 800.462.8328, ext. 4727

DATE:

RE:

CC:

Thank you for faxing your Salary Reduction Agreement(SRA) request to SchoolsFirst FCU Retirement Plan Administration for processing.

PROCESSING EXPECTATIONS:

Paper SRAs received by 12:00 PM will be processed by SchoolsFirst within 1 business day from receipt. It could take up to 3 business days for information to be transmitted to your school district.

Online SRAs that are submitted will be processed by SchoolsFirst the same day. This information will be transmitted to your school district the following business day. You can log in to pa.schoolsfirstfcu.org to confirm that your request has been completed and to make future SRA changes.

Retirement Plan Administration 403(b) Salary Reduction Agreement (SRA)

FAX COMPLETED FORMS TO: 714.258.4262

1. Participant Information

First Name	Last Name	Social Security Number (REQUIRED)	Date of Birth	Date of Hire
Street Address	City	State	Zip Code	Phone Number
School District	County	☐ Certificated ☐ Classified		
Employee ID (Required for LA Districts Only)	Participant Email Address			

2. Action

This agreement supersedes all prior 403(b) Salary Reduction Agreements (SRA) on file, only the instructions identified below will be completed. SRAs must be submitted at least 30 days, but not more than 90 days, prior to the effective date. For your convenience, you may also make your deferral change online at pa.schoolsfirstfcu.org.

Effective date: ☐ Next Available Pay Date ☐ Future Pay Date _____

Requested Action	Investment Provider Name	Type of Deferral		Amount
		Pre-Tax 403(b)	Roth 403(b)	
☐ Begin ☐ Resume ☐ Change ☐ Cancel	_____	☐	☐	\$ _____
☐ Begin ☐ Resume ☐ Change ☐ Cancel	_____	☐	☐	\$ _____
☐ Begin ☐ Resume ☐ Change ☐ Cancel	_____	☐	☐	\$ _____
Total Deduction Per Paycheck				\$ 0.00

3. Financial Advisor/Agent Information

Financial Advisor/Agent Name	Financial Advisor/Agent Phone Number
Financial Advisor/Agent Email Address	☐ OK to contact my advisor on my behalf

4. Acknowledgement of Existing 403(b) Account

In order for salary reduction amounts to be applied to a 403(b)/Roth 403(b) account, an account must be open with the investment provider under the sponsoring school district. I, the Participant, understand that by initialing below I am certifying that I have established a 403(b) and/or Roth 403(b) account with the above listed investment provider(s) under the school district listed on this SRA. I understand that if no account is available at the time the deferral is remitted to the investment provider, it will result in a Contribution in Error and a delay in applying the deferral to a retirement account.

Acknowledgement: _____ (Initials)

5. Signatures

I understand and agree to the following:

- This Salary Reduction Agreement (Agreement) is an agreement between me and my employer that I have entered into voluntarily.
- This Agreement supersedes and replaces all prior Salary Reduction Agreements.
- The Agreement is legally binding and irrevocable with respect to amounts paid or available while this agreement is in effect.
- The Agreement may be terminated or modified at any time for amounts not yet paid or available.
- Nothing herein shall affect the terms of my employment with the Employer.
- This Agreement shall automatically terminate if my employment is terminated.
- SchoolsFirst FCU charges a third-party administration fee of \$2 for each month in which you make a contribution. This fee is paid by your investment provider. Your investment provider may charge the fee against your account directly or indirectly. Contact your investment provider if you have questions about how the fee is handled.

I authorize the automatic cancellation of this Salary Reduction Agreement in the event of any of the following: (1) if SchoolsFirst FCU believes additional contributions will cause me to exceed limits under Code Section 415 or 402(g), (2) if I take a hardship distribution, if available.

I have read and understand the information contained in this Agreement. I understand that by making this application the release of my confidential information to third parties may occur as necessary to administer the Plan in accordance with the Internal Revenue Code.

Participant Signature (REQUIRED)	Date
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Understanding Your 457(b)

Overview

The 457(b) is a Deferred Compensation Plan (DCP) developed by the IRS to allow you to save pre-tax dollars for retirement to supplement your CalSTRS/CalPERS pension plan. On average, your pension replaces 50-65% of income in retirement.^{1,2} Currently, studies show that at a minimum, approximately 80% of income replacement is necessary to maintain the same standard of living in retirement.³ A 457(b) offers school employees a way to bridge that gap while saving for retirement.

Taxes

Contributions are made to a 457(b) before taxes are taken from your paycheck, reducing your taxable income. Taxes are paid on withdrawals, typically in retirement when you will likely be in a lower tax bracket.

Withdrawals

Regardless of age, you may withdraw from a 457(b) when you leave your employer, or in the case of death, disability or unforeseeable emergency. Supporting documentation is required and you may be subject to penalty fees. Distributed funds cannot be rolled back into the plan.

Loans

A loan may be taken against a 457(b) funds while you are still employed. Repayment terms and interest rates are determined by your plan's administrator, SchoolsFirst Plan Administration.

Contribution Limits

In 2018, you may contribute up to \$18,500 to your 457(b). It is possible to make a catch-up contribution of up to \$18,500 more than the maximum if you meet the following requirements in 2018:

- Age 50+ = an additional \$6,000; or
- Age is within three years of Normal Retirement Age (NRA)* = up to an additional \$18,500

The Pre-Tax Savings Advantage

Based on a teacher's annual income of \$45,000

	457(b) Contribution		
	\$100/Month	\$300/Month	\$500/Month
Monthly gross income	\$3,750	\$3,750	\$3,750
Net paycheck	\$2,786	\$2,652	\$2,518
Change in your paycheck	\$67	\$201	\$335

*NRA is typically 62 or 65. Check with your plan administrator.
This is a hypothetical example used for illustrative purposes only and is not indicative of any specific investment.
The example does not reflect any fees or charges that may apply.



Here to help you

The 457(b) administrator for your district is SchoolsFirst Plan Administration. If you have questions, or would like to open a 457(b), please contact:

Daniel Christofferson
Retirement Plan Advisor

Phone
(800) 462-8328 x 4116

Cell
(714) 785-6191

Email
dchristofferson@schoolsfirstfcu.org

Minimum contribution
starts at \$25

Low Cost Investment Options

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<http://www.nationwide.com/schoolsfirst.jsp>

SCHOOLSFIRST 
Plan Administration, LLC

A 457(b) account must be opened prior to your first contribution.
A complete list of approved providers is available upon request.

SchoolsFirst Plan Administration, LLC is a wholly-owned affiliate of SchoolsFirst Federal Credit Union. Securities sold, advisory services offered through CUNA Brokerage Services, Inc. (CBSI), member FINRA/SIPC, a registered broker/dealer and investment advisor. CBSI is under contract with SchoolsFirst FCU to make securities available to Members. **Not NCUA/NCUSIF/FDIC insured, May Lose Value, No Financial Institution Guarantee. Not a deposit of any financial institution.** CUNA Brokerage Services, Inc., is a registered broker/dealer in all fifty states of the United States of America. **1.** Overview of the California State Teachers' Retirement System and Related Issues. **2.** California Public Employees' Retirement System Overview, 2016. **3.** "How much do you really need for retirement?" Forbes.com, 2015.

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457(b) Salary Reduction Agreement (SRA)

FAX COMPLETED FORMS TO: 714.258.4262

1. Participant Information

First Name	Last Name	Social Security Number (Required)	Date of Birth
Street Address	City	State	Zip Code
		Phone Number	☐ Certificated ☐ Classified
School District	County		
Employee ID (Required for LA Districts Only)	Participant Email Address		

2. Action

This agreement supersedes all prior Salary Reduction Agreements (SRA) on file, only the instructions identified below will be completed. SRAs must be submitted at least 30 days, but not more than 90 days, prior to the effective date. For your convenience, you may also make your deferral change online at pa.schoolsfirstfcu.org.

I Want to : ☐ **Begin** Contribution(s) ☐ **Change** Future Contribution(s) ☐ **Cancel** All Contributions

Effective date: ☐ Next Available Pay Date ☐ Future Pay Date _____

Investment Provider:	Dollar Amount
☐ SchoolsFirst FCU 457(b) DCP Share Certificate: Membership Number _____ Term (12, 36, 60)	\$ _____
☐ Nationwide Retirement Builder Plan (RBP) 457(b)	\$ _____
☐ Other District Specific 457(b) _____	\$ _____
Total Deduction Per Paycheck \$ _____	

3. Financial Advisor/Agent Information

Financial Advisor/Agent Name	Financial Advisor/Agent Phone Number
Financial Advisor/Agent Email Address	☐ OK to contact my agent on my behalf

4. Signatures

I understand and agree to the following:

1. This Salary Reduction Agreement (Agreement) is an agreement between me and my employer that I have entered into voluntarily.
2. This Agreement supersedes and replaces all prior 457(b) Salary Reduction Agreements.
3. The Agreement is legally binding and irrevocable with respect to amounts paid or available while this agreement is in effect.
4. The Agreement may be terminated or modified at any time for amounts not yet paid or available.
5. Nothing herein shall affect the terms of my employment with the Employer.
6. This Agreement shall automatically terminate if my employment is terminated.
7. In accordance with IRC Section 457(b)(4), a salary reduction agreement must be signed, dated and received by SchoolsFirst FCU for processing the calendar month prior to which you wish your deferrals to begin.

I authorize the automatic cancellation of this Salary Reduction Agreement in the event of any of the following: (1) if SchoolsFirst FCU believes additional contributions will cause me to exceed limits under Code Section 457(b)(3), (2) if I take a hardship distribution, if available.

I have read and understand the information contained in this Agreement. I understand that by making this application the release of my confidential information to third parties may occur as necessary to administer the Plan in accordance with the Internal Revenue Code.

Participant Signature (REQUIRED)	Date
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