



Washington State University Voluntary Investment Program UNIVERSAL AVAILABILITY NOTICE

Washington State University (WSU) provides the opportunity to save for retirement through the Voluntary Investment Program (VIP). All WSU employees who receive compensation reportable on an IRS Form W-2 are eligible to participate in the plan, as long as the employee contributes a minimum of \$15.00 per pay period with a minimum of \$200 per year.

Please take a moment to review information about this retirement investment opportunity at the [HRS Voluntary Retirement Plans](#) website. Through this site you will also be provided a link to TIAA, the current 403(b) vendor, where you can open a VIP account, identify the amount you wish to contribute, choose your investment options, and name the beneficiaries on this account. Once enrolled, you can review and change the amount of your contributions and your investment allocations at any time.

Also please be aware that the law limits the amount you can defer under this and other plans in each tax year. Please review [HRS Voluntary Retirement Plans](#) for current limits. If you participate in more than one 403(b) plan, you are responsible for tracking and reporting the amount of all of your contributions to each of the plans. The total amount of all your contributions to all plans in which you participate cannot exceed the limit.

Questions can be directed to HRS Benefits at (509) 335-4521 or hres.benefits@wsu.edu.