

# Hamilton College 403(b) Retirement Plan

## Universal Availability Notice

Hamilton College (the “College”) provides you with the opportunity to save for your retirement through the Hamilton College 403(b) Retirement Plan (“Plan”). The College would like you to know more about how you can participate in the Plan. Whether you want to enroll in the Plan, or you are already enrolled but wish to change the amount of your deferral, you can accomplish your goal by filling out a “403(b) Salary Reduction Agreement.” You can obtain a copy of the agreement and information on the Plan from the Hamilton College, Human Resources Office at 198 College Hill Road, Clinton, NY 13323 by calling 315-859-4042 or 315-859-4689, or on the College’s website at [hamilton.edu/human-resources/benefits/retirement-plan](http://hamilton.edu/human-resources/benefits/retirement-plan).

### Eligibility

All employees of Hamilton College who receive compensation reportable on an IRS Form W-2 are eligible to participate in the Plan. Non-resident aliens and Hamilton College students who are enrolled and regularly attending classes and employed during the academic year are excluded from participation. Hamilton students employed during the summer are eligible to participate.

Please take a moment to review the Plan’s Summary Plan Description or website before enrolling. Once you are enrolled, you can review and change the amount of your contributions and your investment allocations at any time. The exact date your investment allocations will take effect may vary depending upon the policies of the financial service firm providing the investment options you chose for plan contributions.

Also, please be aware that the law limits the amount you may defer under this and other plans in any tax year. For 2024, the limit under all plans of this type is generally \$23,000 although larger limits may apply if you are age 50 or over. Each participant only gets one limit for contributions to all 403(b) plans, so if you are also a participant in a 403(b) plan of another employer, your combined contributions to that plan and to the Hamilton College 403(b) Retirement Plan in 2024 are generally limited to \$23,000. If you do participate in more than one 403(b) plan, you are responsible for tracking and reporting the amount of all of your contributions to the plans so that the total amount of all your contributions to all plans in which you participate do not exceed the limit. Note also that the sum of all of your contributions, and those of your employers, to all 403(b) plans that you participate in are generally limited to the lesser of \$69,000 or 100% of your compensation in 2024.

For further details, or if you have questions, please contact the Hamilton College, Human Resources Office at 198 College Hill Road, Clinton, NY 13323 or 315-859-4042 or 315-859-4689. You may also visit the College’s website at [hamilton.edu/human-resources/benefits/retirement-plan](http://hamilton.edu/human-resources/benefits/retirement-plan) or TIAA’s microsite for Hamilton College at [tiaa.org/hamilton](http://tiaa.org/hamilton).