

# SARAH · LAWRENCE · COLLEGE

## SALARY REDUCTION AGREEMENT 403B PLAN

BY THE AGREEMENT, made between \_\_\_\_\_(the "Employee") and Sarah Lawrence College (the "Institution"), we agree as follows:

I hereby agree to reduce my salary by \_\_\_\_\_ every \_\_\_\_\_ pay period effective \_\_\_\_\_ and my Employer agrees to contribute this amount on my behalf to the investment options I have selected under my 403(b) account.

This Agreement is legally binding and irrevocable for both the Institution and the Employee with respect to amounts earned while the Agreement is in effect. Either party may terminate this Agreement as of the end of any month by giving at least thirty days' written notice. The Agreement will not apply to salary earned after the Agreement is terminated.

***THIS AGREEMENT WILL REMAIN IN EFFECT UNTIL YOU LEAVE THE EMPLOY OF SARAH LAWRENCE COLLEGE OR UNTIL YOU COMPLETE A NEW AGREEMENT.***

This Salary Reduction Agreement may not exceed the Employee's statutory exclusion allowance under Internal Revenue Code (IRC) 403(b) or the limitations of IRC Sections 402(g) or 415 whichever is least. The Employee is responsible for determining that the amount of salary reduction contributed to the Sarah Lawrence College plan, when added to any amounts contributed to other 403(b) or 401(k) plans provided by other employers, does not exceed the statutory limits.

The amount designated above will be paid as contributions to the Employee's:

**Group Supplemental Retirement Annuities (SRA)**

\_\_\_\_\_  
Employee Signature

\_\_\_\_\_  
Date

***Please note:***

The **2025** calendar year 402(g) limit is **\$23,500**. Current 415 limits for contributions to all 403(b) plans, including the non-contributory Retirement Plan, are **\$70,000 or 100% of salary**, whichever is lower.

Employees aged 50 and older may make contributions of **\$31,000 in 2025 (\$7,500 in addition to the normal 402(g) limit stated above)**. **These limits may change in future years.**

**For 2025, employees who are 60, 61, 62 and 63 years of age at any point in the calendar year, may contribute a total of \$34,750 (additional \$11,250 catch-up contribution).**

Employees with 15 or more years of service at Sarah Lawrence College may make additional deferrals above the 402(g) limit stated above. There is a **lifetime maximum** of **\$15,000** under the 15-year rule. The Employee is responsible for keeping track of the additional deferrals in order not to exceed this maximum amount.

***To change premium allocations or transfer funds between TIAA and the various CREF funds, you should call TIAA-CREF directly at 1-800-842-2252.***