



Division of Human Resources

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Election to Change Optional Retirement Plan Provider

1. Name	(First)	(MI)	(Last)	(Jr./Sr.)
2. Address	(Street)		(City)	(State) (Zip)
3. Virginia Tech Identification Number				
4. Statement of Election				
Effective _____, I select the following investment provider for contributions to my Optional Retirement Plan.				
<input type="checkbox"/> Fidelity Investments (605) <input type="checkbox"/> TIAA-CREF (602)				
_____			_____	
Member Signature			Date	
<ul style="list-style-type: none"> • You will need to setup your new retirement account online: Fidelity - www.netbenefits.com/vatech TIAA - www.tiaa.org/vt • If you do not select from the available investment options, contributions will be invested in the default fund, which is the Fidelity - Freedom Funds or TIAA-CREF – Life Cycle Funds, based upon my expected normal retirement age. • If you wish to transfer existing funds to the new provider, you must work directly with your vendors. 				
5. Employer Acceptance				
_____			_____	
Processed By (Please Print)			Date	
<p>Submit completed form to the Division of Human Resources by fax (540-231-3830) or email (HRServiceCenter@vt.edu).</p>				