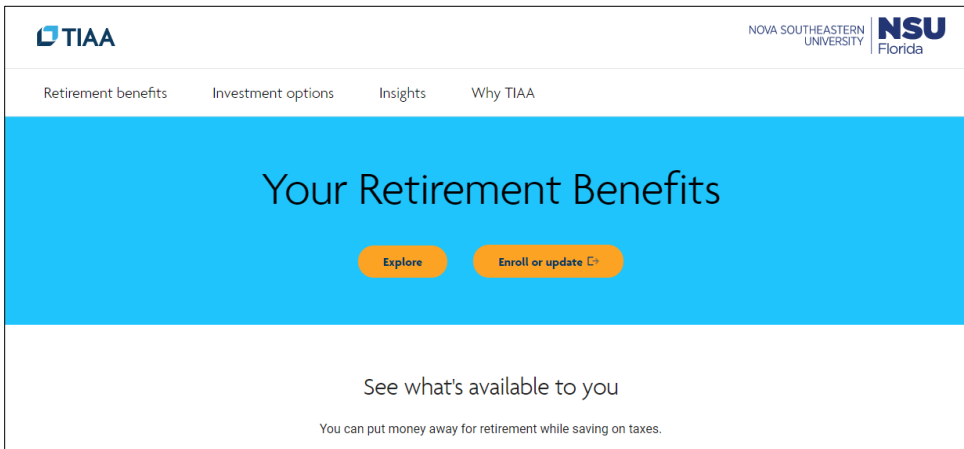
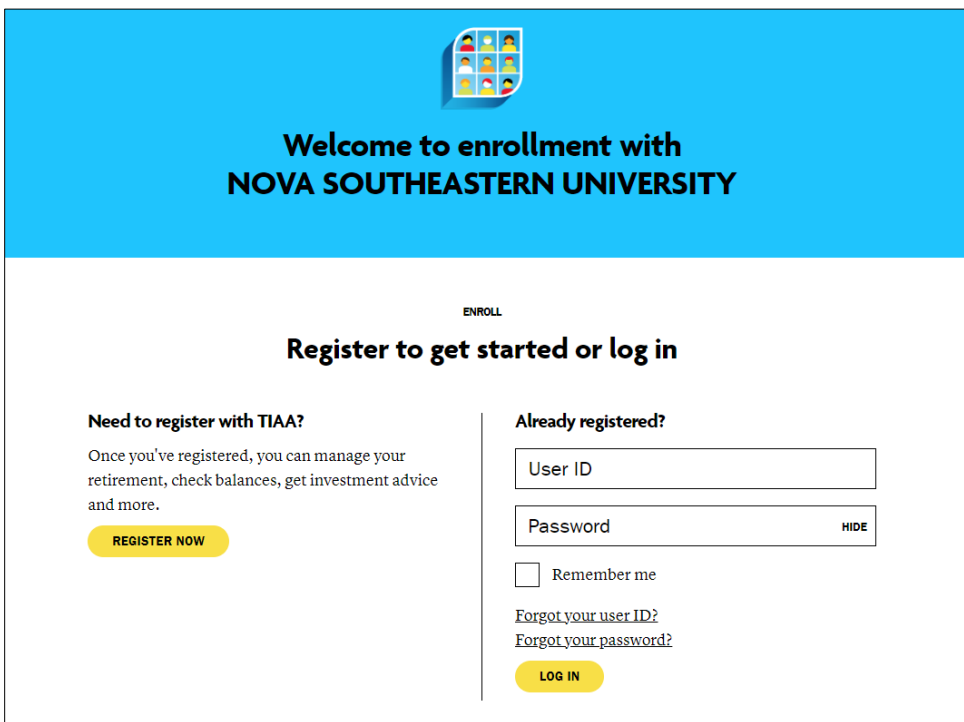


## How to enroll in a retirement plan with TIAA

1. Go to [www.tiaa.org/nsu](http://www.tiaa.org/nsu)
2. Click the “enroll or update” button



3. If you are already registered, enter your login information or click the “register now” button to create a new account

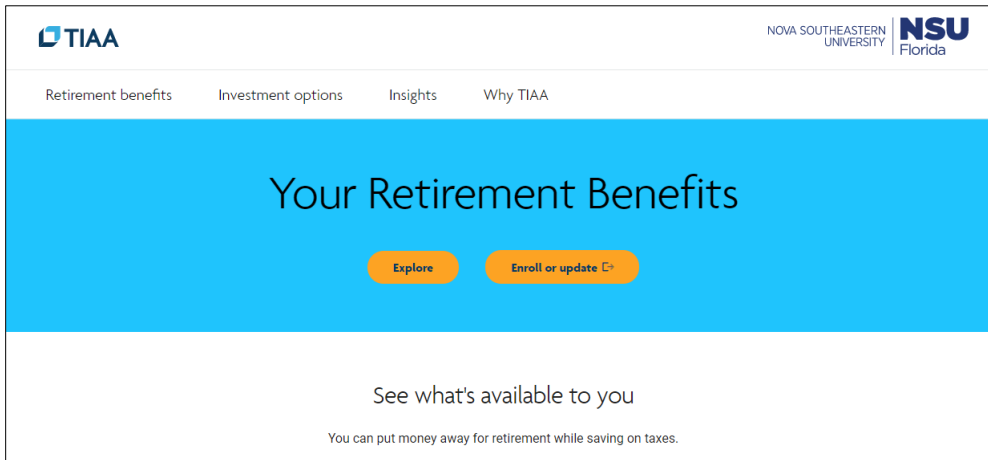


4. Once you are logged in, you will be able to select a plan that best fits your financial goals and select a contribution amount.

*If you are asked for a company code, please enter the following for the NSU 401k Plan: **405564***

## How to change contribution percentage in a retirement plan with TIAA

1. Go to [www.tiaa.org/nsu](http://www.tiaa.org/nsu)
2. Click the “enroll or update” button



**TIAA** NOVA SOUTHEASTERN UNIVERSITY **NSU** Florida

Retirement benefits Investment options Insights Why TIAA

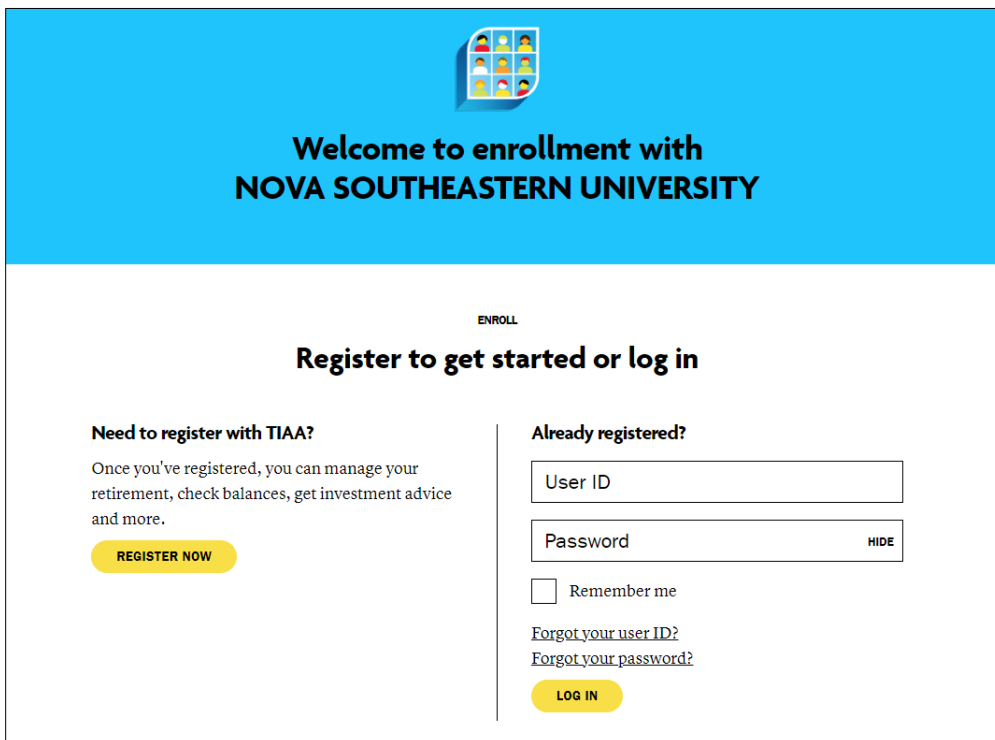
# Your Retirement Benefits

[Explore](#) [Enroll or update](#)

See what's available to you

You can put money away for retirement while saving on taxes.

3. Enter your login information



## Welcome to enrollment with NOVA SOUTHEASTERN UNIVERSITY

ENROLL

### Register to get started or log in

**Need to register with TIAA?**  
Once you've registered, you can manage your retirement, check balances, get investment advice and more.

[REGISTER NOW](#)

**Already registered?**

User ID

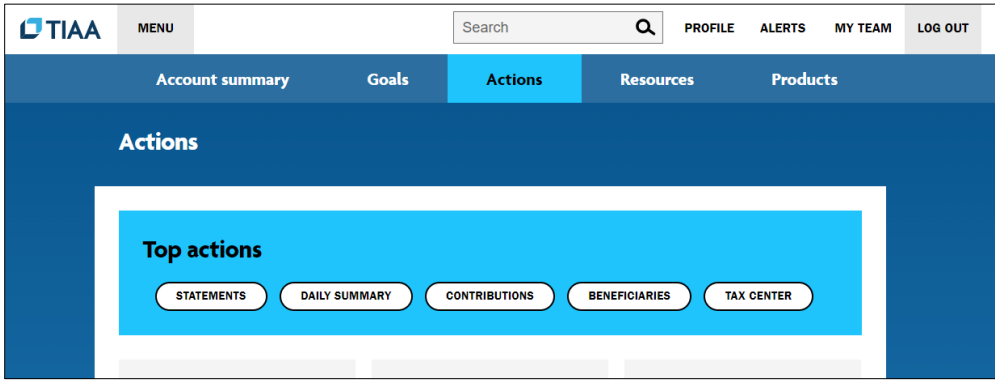
Password [HIDE](#)

Remember me

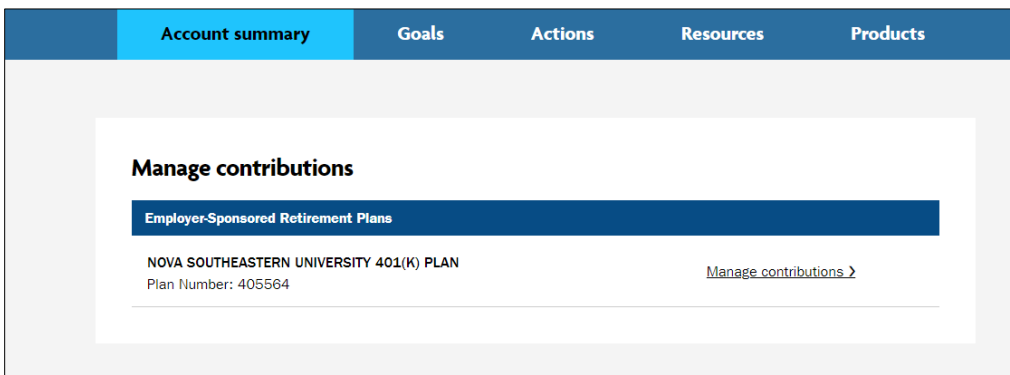
[Forgot your user ID?](#)  
[Forgot your password?](#)

[LOG IN](#)

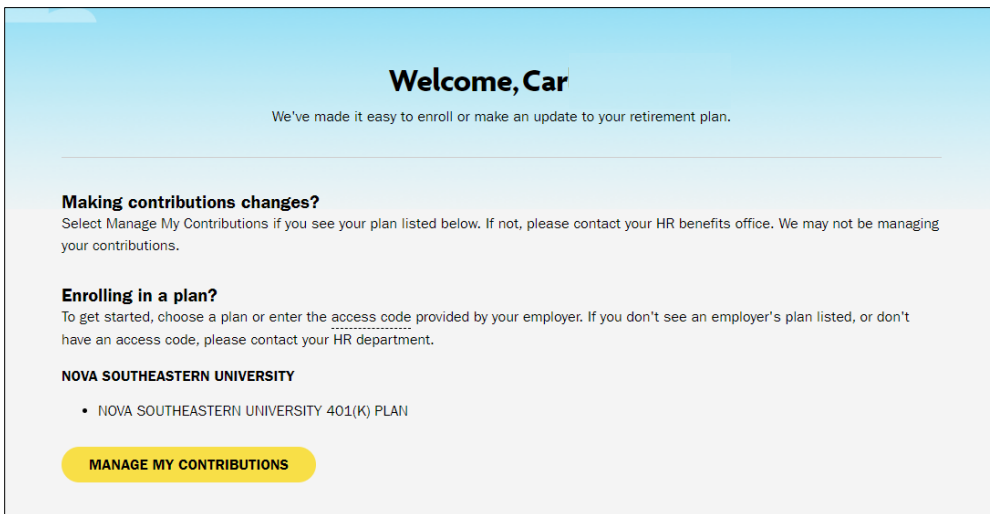
4. Click on “Actions” on the top menu and then select “Contributions” under Top actions



5. Select the employer-sponsored retirement plan you are enrolled in and click on the “Manage contributions”



6. On the next screen, click on “Manage my contributions” yellow button



7. Under Summary, you will see your contribution % per pay period and employer contributions per pay period. Click the “Manage Contributions” yellow button

**Contributions**

All contributions will begin the first of the following month.

*i* TBA

*i* Check out [Advice & Guidance](#) for useful resources and educational articles from retirement basics to living retirement.

*i* View your payroll calendar: [Payroll Schedules \(PDF\)](#)

**Summary** MANAGE CONTRIBUTIONS

<b>YOUR CONTRIBUTIONS</b>	Not contributing
<b>EMPLOYER CONTRIBUTIONS</b>	Contributing

8. In the next screen, you will select when you want the change to take effect (first available paycheck, or a specific future date), as well as selecting/changing the percentage of your employee contribution

**When would you like to start making contributions?**

The date you choose will indicate the effective date of your salary deferral election(s). The selected date will be used for all SDA changes for eligible and impacted plans.

First available paycheck

Future date

[Payroll Schedules \(PDF\)](#)

**How much do you want to contribute to your 401(k) plan?**

A percentage

Allocate between Pre-Tax and/or Roth contributions

AMOUNT PER PAY PERIOD:

% = \$0.00

CANCEL NEXT

9. Once you click “next” you will go to the confirmation page that your elections were submitted. Please print this page for your records.