



IMPORTANT UPDATES COMING SOON TO THE ST. NORBERT COLLEGE RETIREMENT PLAN.

We are pleased to announce several changes to the St. Norbert College Retirement Plan (the Plan), effective July 1, 2015. To get the most out of the retirement Plan, please read this and future communications carefully. We also encourage you to attend an educational meeting where you can ask questions about the changes. See the following page for more information regarding the educational meetings.

A COMPREHENSIVE REVIEW

St. Norbert College is committed to offering a retirement program that reflects industry best practices. Based on this commitment, we recently hired Graystone Consulting, Green Bay office as our independent consultant to conduct a comprehensive review of the retirement Plan and we found a few areas that could be enhanced. These changes are intended to give you the investment options, services and tools you need to pursue your retirement savings goals.

MOST ASPECTS OF THE PLAN WILL STAY THE SAME

Please note the basic design of the retirement Plan will not change. Contribution rates, eligibility and vesting requirements remain the same.

WHAT YOU NEED TO KNOW

- **We are introducing new investment options.** The new investments, carefully selected for St. Norbert College faculty and staff, give you the ability to create a diversified retirement portfolio that matches your investment goals and preferences. Most of your existing funds can be transferred to the new funds.
- **The new investment options come with advice.** You can receive personalized advice on the Plan's investment options from Graystone Consulting. This service is available as part of your retirement Plan *at no additional cost to you*. Investment advice will be available, by phone or through a One-on-One Advice Session.
- **We're introducing the Roth contribution option to your retirement plan.** With the Roth option, contributions are made with after-tax dollars. The Roth contributions made to your Plan account and any earnings will be tax free at withdrawal when you reach age 59½.* This may provide you with tax benefits for these savings in retirement.

Continued

KEY DATES

Date	Event
May 7, 2015, at 8:30 a.m., 10:30 a.m. or 1:30 p.m.	Educational Meetings in Bemis ABCD. <i>(Additional sessions in June will be offered, and we will notify you of the schedule in the coming weeks.)</i>
Week of June 10, 2015	You will receive a Welcome Kit with important information on making the most of your participation with TIAA-CREF.
June 24 and June 25, 2015	Updates take effect. Current fund balances are transferred to new funds/contracts.
June 28 – July 11, 2015	First pay period you may complete a new election form to make changes or to add a Roth contribution to your payroll deductions. If you want your contributions to remain the way they are (all pretax contributions), no action as required.
By July 1, 2015	All Plan changes are live. You can now access and update your entire retirement Plan account at www.tiaa-cref.org/snc .

HAVE QUESTIONS?

If you have questions regarding the transition or account activity, please call TIAA-CREF at **800 842-2252**. Consultants are available Monday through Friday, 7 a.m. to 9 p.m. (CT) and Saturday, 8 a.m. to 5 p.m. (CT).

If you have questions regarding the investment menu, the Roth contribution option, or personalized investment advice, please call Graystone Consulting at **920 436-5606**.

St. Norbert College is committed to providing the resources you need to help you prepare for retirement. Please read all future communications — and attend an educational meeting — to make the most of your retirement benefits.

Sincerely,

Tom Kunkel
President
St. Norbert College

* Withdrawals of earnings prior to age 59½ are subject to ordinary income tax and a 10% penalty may apply. Earnings can be distributed tax free if distribution is no earlier than five years after contributions were first made and you meet at least one of the following conditions: age 59½ or older or permanently disabled. Beneficiaries may receive a distribution in the event of your death. For governmental 457(b) plans, withdrawals are only allowed following separation from service or when you reach age 70½.