



Topic:

Changes to Supplemental Retirement Accounts

Applies to:

Benefit eligible employees who wish to make a change to their Supplemental Retirement Account (401k, 403b and 457 Plan) elections.

Answer:

403(b) Plan Changes

Employees may change or stop their 403(b) plan contributions at any time by submitting a revised [Salary Reduction Agreement](#) (https://www.unchealthcare.org/site/humanresources/benefits/benefit_forms/403SRAform) specifying the new election amount. The change will be processed as requested if received on time according to the SRA submission schedule. Forms received late will be processed for the next available pay period.

Once completed, employees should keep a copy for their records and forward a signed copy to:

UNC HC Employee Benefits
By Mail: 211 Friday Center Drive, Suite 1069
Chapel Hill, NC, 27517
Or by Fax: 984-974-1303
Or by Email: benefits@unchealth.unc.edu

401(k) and 457 Plan Changes

Employees may change or stop their 401(k) or 457 plan contributions at any time by contacting **North Carolina Supplemental Retirement Plans** at 1-866-627-5267 or visiting their Web site at www.NCPlans.Prudential.com. The change will be processed on the next available pay period.

Other Changes and Services

Employees should contact their vendor representative directly to request any of the following:

- Investment advice
- Asset allocation changes
- Loan requests
- Hardship withdrawals
- Roll-overs to or from another retirement account
- Beneficiary updates

UNC Voluntary 403(b) Plan - Fidelity Investments	1-800-343-0860
UNC Voluntary 403(b) Plan - TIAA-CREF	1-800-842-2888
North Carolina Supplemental Retirement Plans 401(k)	1-866-627-5267
North Carolina Supplemental Retirement Plans 457	1-866-627-5267

Many of these changes can also be requested directly through your online account (contact vendor for details).

**If you have any questions, contact the Benefits staff at 984-974-1100,
or by email at benefits@unchealth.unc.edu**