



[EMPLOYEE NAME]

[ADDRESS]

[ADDRESS LINE 2]

March XX, 2015

Dear [NAME],

On Feb. 24, we emailed you about changes we're making this summer to modernize and enhance CU's 401(a) and 403(b) retirement plans. This letter is intended to further help you through this transition and to provide more details about what you can do to stay informed.

### What's happening?

On or around July 15, 2015, CU will introduce to both Plans a best-in-class investment menu that features funds from a variety of retirement firms, such as BlackRock, Dodge & Cox, Vanguard and Voya. (See the new fund lineup at [www.cu.edu/nestegg/lineup](http://www.cu.edu/nestegg/lineup).) To increase your options, we also will add a self-directed brokerage option, which allows experienced investors to purchase funds outside the new core investment menu.

The university will contract with only one service provider – TIAA-CREF – to offer you Plan education and customer service. This single service provider model – as opposed to eight different retirement vendors offering participants primarily their respective proprietary funds – allows CU to pass on millions of dollars in annual administrative-fee savings to CU employees.

TIAA-CREF also will provide you with Plan information and guidance via consolidated Plan statements, TIAA-CREF's CU member website ([www.tiaa-cref.org/cu](http://www.tiaa-cref.org/cu)) and increased access to one-on-one meetings with financial consultants.

### How this affects you

Once the transition is complete, the funds within your Plan(s) will change. Exactly how your funds will change depends on with which vendor you currently invest and the funds within your account.

If you have a CU account through American Century, Dreyfus, DWS/ADP, MetLife or VALIC, details on how your funds will or will not transfer will be announced soon. For Fidelity, TIAA-CREF\* and Vanguard account holders, we will map your existing balances to their comparable counterparts within the new investment menu in July. You will be able to make changes to this mapping strategy once the transition is complete.

\*Note: There are some assets CU cannot automatically move (i.e., annuities; certain TIAA and CREF investments). To move these into the new lineup, you must meet with a TIAA-CREF financial consultant once the transition is complete.

## What you can do

If you want to stay informed and take an active role in managing your investments once the transition is complete:

### 1. Attend a Transition Workshop.

We're holding these sessions, with TIAA-CREF and CU retirement transition consultant Innovest Portfolio Solutions, on each campus through April 17. These workshops will give you a better idea of the transition process and how your funds will be affected. See the full workshop schedule at [www.cu.edu/transition-workshop-schedule](http://www.cu.edu/transition-workshop-schedule).

### 2. Visit [www.cu.edu/nestegg](http://www.cu.edu/nestegg).

We've filled this website with details about the transition, Plan advantages, the process that led to these changes, frequently asked questions and more. We'll continue to update this site as the transition progresses.

### 3. Check your mailbox in mid-May for a Transition Guide.

TIAA-CREF will mail you this detailed guide with everything you need to know about the new fund lineup and how investments will map.

### 4. Start gathering statements for your 401(a) Plan and/or 403(b) Plan.

Use your financial statements to determine in which funds you currently invest. You can see where your investments will be moved within the new menu by viewing the mapping strategy—available by Monday, March 16 on the Retirement Vendor Transition website and within the Transition Guide, which will be mailed to your home in May.

We've also included in this mailing a checklist of tasks to consider completing throughout the coming months to prepare for this change, as well as some quick facts about Plan changes.

## How this change benefits you

In addition to saving you money on annual fees you already pay toward the administration of the current Plan(s), the changes we'll introduce this summer will give you access to a best-in-class set of investments, allow you to select an investment strategy that matches your style and quickly connect you to financial guidance.

The new three-tier investment menu is designed to accommodate you based on your investment knowledge and savvy. In this way, the menu has strong investment vehicles for hands-on and hands-off investors. For the more experienced investor, the new self-directed brokerage option offers flexibility in finding and purchasing funds to help him/her create the right investment mix.

To provide ongoing financial guidance and education, TIAA-CREF will continue to offer one-on-one financial consultations on each campus (see the schedule at [www.cu.edu/employee-services/calendar](http://www.cu.edu/employee-services/calendar)), and by phone or at its Denver office (visit [www.tiaa-cref.org/schedulenow](http://www.tiaa-cref.org/schedulenow)).

TIAA-CREF financial consultants also will field questions at information tables this spring on each campus. Check the Retirement Vendor Transition website at [www.cu.edu/nestegg](http://www.cu.edu/nestegg) for more details.

## We're here to help

If you have any questions, please call Employee Services at **303-860-4200**, option 3, and our benefits professionals will be happy to answer your questions.

Thank you,



Lisa Landis  
Associate Vice President & Chief Human Resources Officer  
Employee Services